


Appendix one – List of 2020 recommendations


The table below lists the recommendations made in this report.

1. Procurement

1.1 Policy Framework

Agencies should review their procurement policies and guidelines to ensure they capture the key requirements of the NSW Government Procurement Policy Framework, including NSW Procurement Board Directions. 


1.2 Emergency procurement

Agency procurement frameworks should be reviewed and updated to respond to emergency situations that arise in the future. This includes: 


- updating procurement policies and guidelines to define an emergency situation, specify who can approve emergency procurement and capture other key requirements
- using standard templates and documentation to prompt users to capture key requirements, such as needs analysis, supplier selection criteria, price assessment criteria, licence and insurance checks
- having processes for reporting on emergency procurements to those charged with governance and NSW Procurement.

2. Delegations

2.1 Instruments of delegation


Agencies should ensure their financial and human resources delegation manuals contain regular set review dates and are updated to reflect the *Government Sector Finance Act 2018*, machinery of government changes and their current organisational structure and roles and responsibilities. 

2.2 Compliance with delegations

Agencies should review financial and human resources delegations to ensure they capture all key functions of laws and regulations, and clearly specify the relevant power or function being conferred on the officer. 

3. Status of 2019 Recommendations

3.1 Progress implementing last year's recommendations

Agencies should re-visit the recommendations made in last year's report on internal controls and governance and action these recommendations. 

Key  Low risks  Medium risks  High risks