











Results of Internal Audit Work

Appendix A

Internal Audit Report		Latest Update		No of updates reported to Audit Committee	Internal Audit's opinion and recommendation
Job No & Title	Assurance Level and Date	Current Assurance Level	Comments (provided by)		
07/0708 - Income Management (Housing Rents Direct Debit Payments)	 Limited 30/04/08	 Limited	<p>At its meeting on 30 June 2010, the committee resolved: <i>"That the Audit Committee request Internal Audit to track progress with systems implementations relating to the 'Income Management (Housing Rents Direct Debit Payment)' audit and that this be reported to the next meeting of the committee.</i></p> <p>An operating system software upgrade is scheduled for 3rd September 2010. This is required to enable the latest Anite upgrade to be implemented. The Internal Audit Manager will provide a verbal update at the meeting.</p>	7	Recommendation: that the Internal Audit Manager continue to track and report on progress to the committee.
07/0701 - Procurement and Contract Management	 Limited 01/10/08	 Limited 11/06/10	<p>At its meeting on 20 January 2010, the committee resolved: <i>"That if the assurance level for 'Procurement and Contract Management' has not reached 'reasonable' by the time of the internal audit follow up review, the Head of Financial Services be asked to attend the next meeting of the committee to report on the position."</i></p> <p>The assurance opinion resulting from the follow-up review remained at 'limited' and a copy of the follow-up report (issued on 11 June 2010) is attached at Appendix B.</p>	5	<p>The Head of Financial Services will be attending the meeting and will provide the committee with a report on the position.</p> <p>Recommendation: that Audit Committee consider whether they would wish any further action to be taken regarding the outstanding issues from the audit.</p>





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08/0753 - Williamson Park - Audit of Financial procedures	 Limited 26/11/08	 Limited	An update on the park's transfer back to council control was reported to Cabinet on 27 July 2010. Progress with the transfer and a turnaround in financial performance was reported. Cabinet approved the establishment of a Parks Cabinet Liaison Group to promote efficient management of all parks in the district. A further audit of financial arrangements as agreed prior to the transfer, remains to be done.	4	A further audit review will be carried out during the third quarter of 2010/11 to assess the effectiveness of the new arrangements. Recommendation: There is no further recommendation to Audit Committee at this stage.
07/0709 - Payroll	 Limited 04/12/08	 Limited	At its meeting on 30 June 2010, the committee resolved: <i>"That the Audit Committee request Internal Audit to track progress with the Payroll/HR system project and that this be reported to a future meeting of the committee."</i> Initial project stages have been undertaken and procurement arrangements are under way with a view to a decision being made by 31 December 2010.	4	Recommendation: that the Internal Audit Manager continues to track and report on progress to the committee.
07/0679 - Markets	 Limited 09/02/09	 Limited	At its meeting on 20 January 2010, the committee resolved <i>"That Audit Committee wishes to increase the amount of non cash payments in the Charter Market, the Festival market and the Assembly Rooms, and that a report be presented to the next Audit Committee as to the progress on this policy and the areas in which it can be applied."</i>	4	The Head of Financial Services will provide a verbal update on developments and a full report will be presented to the next meeting of the committee on 24 November 2010. Recommendation: There is no further recommendation to Audit Committee at this stage.

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08/0723 - Arts Development	 Limited 12/06/09	 Limited	The council's focus on arts development has changed significantly since the audit was undertaken and the arts strategy is primarily being taken forward by the LDLSP. It is now necessary to revisit the objectives and conclusions of the audit and consider whether and in what ways the action plan should be taken forward.	3	The Internal Audit Manager will be consulting the Head of Community Engagement to determine what further action to take with the audit and action plan. Any developments will be reported to Audit Committee. Recommendation: There is no further recommendation to Audit Committee at this stage.
08/0764 – RMS	 Minimal 22/01/10	 Minimal	The internal audit follow-up review will be completed in September 2010 and reported to members of the committee in the usual way.	2	Recommendation: There is no further recommendation to Audit Committee at this stage.