



Report to: Audit Committee

Subject: Follow-Up of Audit Recommendations

Date: 13th December 2011

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1. PURPOSE OF REPORT

To monitor departmental progress in the implementation of Internal Audit recommendations.

To identify to members where additional action needs to be considered in relation to any outstanding recommendations.

2. BACKGROUND

Internal Audit follow-up on the implementation of recommendations on a quarterly basis. The results of the initial follow-up are reported to the Head of Corporate Services, who requests any outstanding recommendations are actioned immediately.

Any recommendations remaining outstanding following this instruction are reported to this committee.

3. SUMMARY FINDINGS

Recommendations made in the following audit reports were followed-up during the period October – December 2011.

- IAR1011-04 Cash Receipting
- IAR1011-08 Council Tax
- IAR1011-10 NDR
- IAR1011-12 Capital
- IAR1011-15 Payroll

IAR1011-04 Cash Receipting

The report, issued in October 2010, provided **substantial assurance** with respect to the adequacy and effectiveness of controls deployed to mitigate the risks associated with the areas reviewed. Seven low risk recommendations were made.

A review of progress of management action against these recommendations was undertaken in October 2011. The review confirmed that all seven recommendations had been fully implemented.

IAR1011-08 Council Tax

The report, issued in October 2010, provided **substantial assurance** with respect to the adequacy and effectiveness of controls deployed to mitigate the risks associated with the areas reviewed. One low risk recommendation was made.

A review of progress of management action against these recommendations was undertaken in October 2011. The review confirmed that the recommendation had been fully implemented.

IAR1011-10 NDR

The report, issued in January 2011, provided **substantial assurance** with respect to the adequacy and effectiveness of controls deployed to mitigate the risks associated with the areas reviewed. Four low risk recommendations were made.

A review of progress of management action against these recommendations was undertaken in October 2011. The review confirmed that three recommendations had been fully implemented and one had been partially implemented. The partially implemented recommendation has been reiterated in recommendation 2 of the current report (IAR1112-13) and relates to evidenced management review of system reports.

IAR1011-12 Capital

The report, issued in February 2011, provided **substantial assurance** with respect to the adequacy and effectiveness of controls deployed to mitigate the risks associated with the areas reviewed. Two low risk recommendations were made.

A review of progress of management action against these recommendations was undertaken in October 2011. The review confirmed that both recommendations had been fully implemented.

IAR1011-15 Payroll

The report, issued in March 2011, provided **substantial assurance** with respect to the adequacy and effectiveness of controls deployed to mitigate the risks associated with the areas reviewed. One medium risk and two low risk recommendations were made.

A review of progress of management action against these recommendations was undertaken in October 2011. The review confirmed that all three recommendations had been fully implemented.

4. **RECOMMENDATION**

Members are requested to note the report.