

INTERNAL AUDIT REPORTS TO AUDIT COMMITTEE 2007 - 2008

1. SUMMARY

The Code of Practice for Internal Audit in Local Government (the Code) issued by CIPFA in 2000 sets out good practice in delivering internal audit services. The Code was revised in 2006 and Grant Thornton UK LLP, in May 2007 carried out a Code compliance review resulting in a report. One resultant recommendation required that internal audit reports be reported to the Audit Committee. Attached are report summaries and action plans from recent audits. See Appendix 1.

2. RECOMMENDATIONS

2.1 The contents of this report are noted and are to be followed up by Internal Audit.

3. DETAILS

3.1 Set out below and in the attached Appendix is the Executive Summaries and Action Plans where applicable from finalised audit work. The Action Plans detail only those recommendations where Internal Audit in agreement with management have classified the finding either Fundamental or Material. Therefore Minor findings and recommendations have been removed. The contents of this report will therefore complement the External & Internal Audit Follow Up report provided to the Audit Committee on a quarterly basis.

3.2 As at the 1st of February 2008, of 15 core financial systems audits set out in the adjusted audit plan presented on the 14th of December 2007, 9 have been completed. In total, 6 final reports have already been presented to the Audit Committee. A further report is attached for this reporting period:

- Contract Hire & Operating Leases.

The following audits are at draft stage and the reports will be presented to the Audit Committee after a final meeting is held with management. The audits are:

- General Ledger Operations; and
- Purchasing ICT/eProcurement.

3.3 As at the 1st of February 2008, of 14 non-financial audits set out in the adjusted audit plan of the 14th of December 2007, 10 audit areas have been completed. A total of 5 final reports have already been presented to the Audit Committee. A further 4 reports are provided for this reporting period, they are:

- Community Services Education NPDO – Contract Monitoring;
- Development Services – Planning & Building Warrants ICT Applications;
- Corporate Services – Risk Management Framework; and
- Chief Executives Unit – Community Planning Partnerships.

One audit, Community Services - Disclosure Scotland has been finalised and a paper is to be presented to the Strategic Management Team (SMT) meeting on 19th February 2008. Thereafter, the report summary will be presented to the Audit Committee.

4. CONCLUSIONS

Executive summaries and action plans from final reports will be submitted to the Audit Committee.

5. IMPLICATIONS

5.1	Policy:	None
5.2	Financial:	None
5.3	Personnel:	None
5.4	Legal:	None
5.5	Equal Opportunities:	None

For further information please contact Ian Nisbet, Internal Audit Manager (01546 604216).
Ian Nisbet, Internal Audit Manager. 11 February 2008
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