

To: Audit and Governance Committee

Date: 27 April 2010 **Item No:**

Report of: Head of Finance

Title of Report: Progress on implementation of audit recommendations

Summary and Recommendations

Purpose of report: To report progress on implementation of audit recommendations

Report Approved by: Councillor Bob Price

Finance: Sarah Fogden

Legal: Lindsay or Jeremy

Policy Framework:

Recommendation(s): The **Audit and Governance Committee** is asked to comment on the format of the report and note progress with the recommendations.

1. Summary

1.1 All Internal audit reports are reported to this Committee. Each report has recommendations. A summary of these recommendations and actions taken by officers is attached at appendix A.

2. Recommendation Tracking

2.1 After an audit report is presented to this Committee, the recommendations are added to an Excel based tracker and actions

updated monthly. The summary as presented at appendix A is reviewed each month by Performance Board as a standing item on the agenda. Performance Board will take action if recommendations are not being followed through. Internal Audit will review implementation of the recommendations at the next Audit unless requested to do so sooner.

- 2.2 This summary excludes the recommendations from Audit reports presented to this Committee on March 23rd. Those recommendations listed as complete will not be presented to this committee again.
- 2.3 Audit & Governance are asked to comment on the format of the report and note progress with the recommendations.

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Background papers:

Version number: 1