

West Dunbartonshire Council
Review Of Internal Audit Reports

APPENDIX B

Audit & Performance Review Committee - 15 February 2012

Ref	Title of Report	Report Issue Date	Details on Report Actions					Department	Comments	Follow Up in Next Review Yes/No
			No. Of Outstanding Actions b/fwd From / Agreed Since Last A&PR Report	No. Now Implemented	No. Of Outstanding Actions c/fwd	No. Of O/S Actions With Planned Implementation Date Reached	No. Of O/S Actions With Planned Implementation Date Not Yet Reached			
1	Stores	Mar-09	1	0	1	1	0	Housing, Environmental & Economic Development	Store rationalisation is still being investigated with various outcome possibilities, a bar coding system is being considered for purchase as a corporate solution within securitisation bids.	Yes
2	Procurement	Jun-09	1	1	0	0	0	Corporate Services - Finance & ICT	Actions now complete.	No
3	Accounting Systems	Oct-09	1	0	1	1	0	Corporate Services - Finance & ICT	The revised code is being reported to CEGC in January 2012 (following the revised financial regulations in December 2011).	Yes
4	Network Controls Review	Sep-09	3	0	3	3	0	Corporate Services - Finance & ICT	One action is 75% complete and another 25% complete. The last action's milestones have been reviewed and amended to later dates following the ICT restructure.	Yes
5	Sustainability	Feb-10	4	4	0	0	0	Chief Executive	All Actions now complete.	No
6	Community Planning Partnership	Mar-10	1	0	1	1	0	Chief Executive	Risk Register under development.	Yes
7	Cash and Bank	Mar-10	1	0	1	1	0	Corporate Services - Finance & ICT	Responsibility for action now agreed and being progressed.	Yes
8	Security of Data	Oct-10	1	0	1	1	0	Housing, Environmental & Economic Development	This review has been delayed due to the issue of an updated version of the treasury management code of practice by CIPFA - this has now been issued and the review can now take place. It is anticipated that this review will be completed by 31 March 2012.	Yes
9	Debtors	Jan-11	1	1	0	0	0	Corporate Services - Finance & ICT	Actions now complete.	No
10	Social Work - Home Care	Jan-11	5	0	5	5	0	Social Work & Health	All outstanding actions have now reached the due date but new target date of 31/03/12 has been set for all actions.	Yes

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11	Housing , Terminations, Transfers, etc.	Mar-11	3	2	1	1	0	Housing, Environmental & Economic Development	All policies and procedures are held on the Housing X Drive and are updated to reflect changes in working practices and procedures as and when required. An external consultant has recently carried out a 'Health check' on the Allocations service and once her recommendations are finalised, the updated procedures will be collated in the office manual. Target date 1 March 2012.	Yes
12	Main Accounting	Jul-11	1	0	1	1	0	Corporate Services - Finance & ICT	The update of the capital guidance manual was delayed awaiting issue of the 2011/12 SORP Guidance Notes - these have now been issued and the updating of the manual is underway and is estimated to be completed by 29 February 2012.	Yes
13	Payroll	Jun-11	1	1	0	0	0	Corporate Services - HR&OD	Actions now complete	No
14	Saffron System	Aug-11	19	7	12	3	9	Corporate Services - Finance & ICT & Housing, Environmental & Economic Development	Saffron contacted regarding individual user accounts when requiring remote access, user accounts to be set up as access requested. No update on Covalent for other 2 late actions.	Yes
15	ICT Strategy	Sep-09	1	1	0	0	0	Corporate Services - Finance & ICT	All actions now complete.	No
16	Nurseries	Aug-11	1	1	0	0	0	Education Services	All actions now complete.	No
17	Travel & Subsistence (Councillors)	Sep-11	5	5	0	0	0	Corporate Services - Finance & ICT	All actions now complete.	No
18	Travel & Subsistence (Staff)	Sep-11	7	7	0	0	0	Corporate Services - HR&OD	All actions now complete.	No
19	Improvement Grants	Oct-11	6	4	2	0	2	Housing, Environmental & Economic Development	Outstanding actions have not reached due date.	Yes
20	Health & Safety (Roads)	Aug-11	5	4	1	0	1	Housing, Environmental & Economic Development	The one outstanding action is 50% complete.	Yes

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21	Licenses	Nov-11	9	6	3	0	3	Corporate Serices - Legal & Regularity Services	Outstanding actions have not reached due date.	Yes
22	Main Accounting 2011/12	Dec-11	9	6	3	0	3	Corporate Services - Finance & ICT	None of the outstanding actions have reached the due date.	Yes

Totals

86 50 36 18 18