

TEWKESBURY BOROUGH COUNCIL

Report to:	Audit and Governance Committee
Date of Meeting:	28 March 2019
Subject:	'Call-In' of Outstanding Internal Audit Recommendations
Report of:	Head of Corporate Services
Corporate Lead:	Chief Executive
Lead Member:	Lead Member for Corporate Governance
Number of Appendices:	1

Executive Summary:

Internal audit regularly follow-up the status of recommendations they have made with managers to determine the progress made regarding implementation. Each recommendation has as an agreed implementation date and is allocated to a responsible officer. Internal audit then report their findings to each Audit and Governance Committee as part of a standard monitoring report. Using a RAG (red, amber, green) status, recommendations are either reported as 'red' (not implemented), 'amber' (partially implemented) or 'green' (implemented). At Audit Committee on 12 December 2018, Members of the Committee were concerned that a number of recommendations had not been implemented despite a revised implementation date being agreed. With regards to that specific monitoring report, it was resolved at Committee to 'call-in' those recommendations where the implementation date had slipped at least twice. Audit Committee specifically requested that a responsible officer attend the next Committee meeting. Moving forward, where similar slippage occurs, a responsible officer must be in attendance at the Committee meeting to answer questions.

Recommendation:

To CONSIDER the progress made in relation to implementing specific internal audit recommendations that have been questioned at the previous Audit Committee meeting.

Reasons for Recommendation:

It was a resolution from the Audit Committee meeting on 12 December 2018 that a report be brought back to the next committee meeting 'calling in' those recommendations that had not been implemented despite revised implementation dates being agreed.

Resource Implications:

None arising directly from this report.

Legal Implications:

None arising directly from this report.

Risk Management Implications:

If internal audit recommendations are not implemented, there is a risk that the Council's internal control environment is not sufficiently robust, potentially resulting in one or more of the following: financial loss, fraud, not achieving value for money, reputational risk etc.

Performance Management Follow-up:

All internal audit recommendations are subject to follow-up work by internal audit to gain assurance they have been implemented. The result of this follow-up work is reported to Audit and Governance Committee.

Environmental Implications:

None.

1.0 INTRODUCTION/BACKGROUND

- 1.1** Internal audit regularly follow-up the status of recommendations they have made with managers to determine the progress made regarding implementation. Each recommendation has as an agreed implementation date and is allocated to a responsible officer. Internal audit then report their findings to Audit and Governance Committee as part of a standard monitoring report. Using a RAG (red, amber, green) status, recommendations are either reported as 'red' (not implemented), 'amber' (partially implemented) or 'green' (implemented).
- 1.2** At Audit Committee on 12 December 2018, Members of the Committee were concerned that a number of recommendations had not been implemented despite a revised implementation date being agreed. With regards to that specific monitoring report, it was resolved at Committee to 'call-in' those recommendations where the implementation date had slipped at least twice. Audit Committee specifically requested that a responsible officer attend the next Committee meeting. Moving forward, where similar slippage occurs, a responsible officer must be in attendance at the Committee meeting to answer questions.

2.0 SPECIFIC AUDIT RECOMMENDATIONS OUTSTANDING

- 2.1** The internal audit monitoring report presented at Audit Committee on 12 December 2018 included details of recommendations that had been followed-up during the period. The report confirmed that, of the 15 recommendations followed-up, six had been implemented, three partially implemented and six had yet to be implemented. Of the nine recommendations where full implementation had yet to be achieved, five of these had seen implementation dates slip on more than two occasions. The five recommendations relate to the following activities:
- Homelessness – procurement of storing goods
 - Winchcombe Tourist Information Centre – lease agreement
 - Recycling – data protocol
 - Business Continuity – update of business continuity plan
 - Disabled Facilities Grant monitoring

2.2 Greater detail of the individual recommendations can be found in Appendix 1 which includes previously agreed implementation dates, categorisation of the recommendation, responsible officer and a further update on progress made regarding implementation. This confirms three of the five recommendations have now been implemented. Adopting the Committee's 'two strikes and out' approach, a responsible officer is required to attend the Committee meeting to answer any questions arising on the time taken for implementation, or why the recommendation remains outstanding.

3.0 OTHER OPTIONS CONSIDERED

3.1 None.

4.0 CONSULTATION

4.1 None.

5.0 RELEVANT COUNCIL POLICIES/STRATEGIES

5.1 None.

6.0 RELEVANT GOVERNMENT POLICIES

6.1 None.

7.0 RESOURCE IMPLICATIONS (Human/Property)

7.1 None.

8.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)

8.1 None.

9.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)

9.1 Prompt implementation of internal audit recommendations will improve the Council's internal control environment. Particular controls will contribute to delivering value for money.

10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

10.1 None.

Background Papers: None

Contact Officer: Head of Corporate Services
01684 272002 Graeme.Simpson@teWKesbury.gov.uk

Appendices: Appendix 1 – Update on outstanding recommendations reported to Audit Committee on 12 December 2018 where implementation dates had slipped at least twice.