

Bridgend County Borough Council - Audit Committee
8th February 2007
Report of the Chief Internal Auditor – Completed Audits

PURPOSE OF REPORT

1. To summarise for members the findings of the audits recently completed by the Internal Audit Division.

COMPLETED AUDITS

2. This is summarised in the following table:-

Report	Draft Report Issued	Audit Days	Key Messages	Audit Opinion	Key Action Plan Dates
Property Terrier – IT system	Dec 2006	7	<ul style="list-style-type: none"> ▪ Progress report following up earlier reports. ▪ The Property section is now adequately staffed and all the basic data has been inputted into the system and it is in daily use. ▪ The system is a part of the wider Asset Management Plan and the future of the system lies within this framework. ▪ The system and its data are held securely but there are some areas of improvement needed. ▪ These areas are being looked into both by the staff using the system 	Satisfactorily Controlled	N/A

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			and as part of the Asset Management Project.		
Management of contractors	Feb 2006	44	<ul style="list-style-type: none"> • The pace of the implementation of Management of Contractors had been slow. • No procedures were in place for procurement staff. • The approved list had not been published on the intranet for use by BCBC staff • The approved list was not a mandatory requirement within BCBC. • Most of the issues have been addressed. 	Satisfactorily Controlled	Mostly implemented
IT Procurement & Asset Management	Nov 2006	7	<ul style="list-style-type: none"> • Implementation of an upgraded system has enabled the Customer Care Team to improve the service offered to the Authority and also manage the Servicedesk calls more efficiently 	Satisfactorily Controlled	N/A

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			<ul style="list-style-type: none"> • The process of procurement and disposal of all IT assets is carried out in a well controlled manner with the previous problems of the ordering procedures outside Corporate IT eradicated. • The VQSM system is resilient and functions as it should, access controls are weak. • Improvements have been made in registering all new assets since the previous audit, the asset register still contains errors. • The involvement of the Servicedesk Team in IT Security matters is restricted to the logging of security related calls on the VQSM system. • Any further action is then carried out by other officers but communication between the two parties seems to be weak. 		

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			<ul style="list-style-type: none"> The comprehensive plans for the future mean that the improvement in the Customer Service Team should continue 		

3. I will be happy to deal with any points members wish to raise on this audit or if they wish to produce a fuller report at the next meeting.

RECOMMENDATION

4. That members note completion and key messages arising from the above audit.

Nyall Meredith

Chief Internal Auditor

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Background documents:

Audit Reports in respect of the above audit held within the internal audit division.