

# BRIDGEND COUNTY BOROUGH COUNCIL

## REPORT TO AUDIT COMMITTEE 8 NOVEMBER 2007

### REPORT OF THE CHIEF INTERNAL AUDITOR

#### COMPLETED AUDITS

##### 1. Purpose of Report.

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

##### 2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1. Internal Audit's work impacts on all of the Corporate Improvement Plan/other corporate priorities.

##### 3. Current situation / proposal.

- 3.1. Recently completed audits are summarised in the following table:

Report	Draft Report Issued	Audit Days	Key Messages	Audit Opinion	Key Action Plan Dates
Members' and Officers' Gifts and Hospitality	July 2007	5	<ul style="list-style-type: none"><li>• Controls on the acceptance of Gifts and Hospitality were found to be sound.</li><li>• No significant recommendations made.</li></ul>	Satisfactory	N/A
Social Services Transport Contract Follow Up	Oct 2007	6	<ul style="list-style-type: none"><li>• Internal Audit's original Audit identified significant issues in respect of:<ul style="list-style-type: none"><li>○ The lack of clarity regarding the responsibilities of the Procurement Unit and the Personal Services Physical Resources Section.</li><li>○ The lack of management involvement within the decision making process with delegated powers not being used.</li><li>○ Contracts which are not</li></ul></li></ul>	Satisfactory	N/A

Report	Draft Report Issued	Audit Days	Key Messages	Audit Opinion	Key Action Plan Dates
			<p>awarded on lowest price were not referred to the Director of Corporate Services for endorsement as per the requirements of the Contract Procedure Rules.</p> <ul style="list-style-type: none"> <li>○ There are a number of areas requiring clarity in the current BCBC Contract Procedure Rules with particular reference to the re-tendering process and documentation of the reasons for decisions.</li> <li>● Internal Audit conducted to a follow up Audit to review progress on addressing these issues.</li> <li>● Most issues had been successfully addressed.</li> <li>● Issues on the clarity of contract procedure rules remain but these are being addressed by a wider review of these rules and supporting guidance</li> </ul>		

3.2. 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

**4. Effect upon Policy Framework & Procedure Rules.**

4.1. None

**5. Legal Implications.**

5.1. There are no legal implications.

**6. Financial Implications.**

6.1. None

**7. Recommendation.**

7.1. That Members note the report

**Nyall Meredith**  
**Chief Internal Auditor**  
**31 October 2007**

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**Background documents**

Internal Audit reports relating to the above audits held within the Internal Audit Division