

Appendix A

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO AUDIT COMMITTEE 5th March 2008

REPORT OF THE DIRECTOR OF RESOURCES

AUDIT PLAN

1. Purpose of Report.

To update members on the progress of the Authority's Strategic Audit Plan of 2007/08.

2. Current Situation

2.1. Since July 2007 the following audit work has been undertaken: -

- VOIP Implementation
- Data Centre Management
- Building Maintenance
- Framework Contracts for building maintenance
- School Uniform Grant
- YOT Follow up
- Members' and Officers' Gifts and Hospitality
- Social Services Transport Contract Follow Up
- County Borough Supplies
- Community Focused Grant
- Day Centres for People with Learning Difficulties
- Urgent Works Orders
- Primary School Cyclical Audits
- Procurement (Cards)
- Special Investigations

2.2. Internal Audit has also prepared reports on the Authority's response to the Payment Card Industry Data Security Standards (PCI/DSS) and on the progress of the National Fraud Initiative (NFI).

2.3. Audits in progress/planned for completion by June 2008: -

- Web Enabled Services
- Business Continuity Planning
- GIS
- Firewall
- Risk Management
- Child Protection

Achievement of Efficiency Savings

Main Accounting System
Treasury Management
Council Tax & NNDR
Housing Benefits
Sundry Debtors
Health & Safety Unit
CRB Checks
Creditors
Payroll
Asset Management
Procurement
Delegated Powers
Development Control
S106 Agreements
Health and Safety (Public Protection)
Performance & Continuation of Materials Recovery And Energy Centre (MREC)
Recycling
Unified Assessments
Performance indicators (Personal Services)
Adult Services - Day Care
Children & Family Supported Lodgings
Schools Reorganisation
School Funding
Status Review of new secondary schools in Maesteg
Economic Development Unit
Youth Services
Sport and Leisure Centres
Schools Audits including Primary, Special and Secondary Schools
School Meals
Coychurch Crematorium

2.4. In addition, Internal Audit will continue its program of 'follow up' work and its involvement in project implementation and security provision within the Authority.

3. Proposed areas of audit involvement in the period July 2008 – June 2009

3.1. Internal Audit will review the following areas covered by its current risk assessment:-

Customer Care Programme
HR Services and the impact of centralisation
Attendance Management
Training
School Building Improvement Grant
Sports & Leisure Management
Physical Regeneration Team

Procurement Cards Implementation
Access to Services
Electronic Records & Document Management
ICT Security
IT infrastructure and the impact of centralisation
Capital Program Management
Legionella
Partnership Overview
Schools Audits
Contract Audit
Use of WPC Contracts
Follow Ups from previous work

3.2. In addition, as stated in the Audit Strategy, Internal Audit will include other audits identified from its review of the Authority's risk assessments and others as a result of discussions with Directors and Heads of Service.

3.3. Internal Audit will continue to provide, when required; advice to Directors and Heads of Service, quality assurance on projects and initiatives, technical expertise (e.g. in data matching) and assistance in conducting special investigations.

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22 February 2008

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