

**BRIDGEND COUNTY BOROUGH COUNCIL**

**REPORT TO AUDIT COMMITTEE**

**31 MARCH 2010**

**REPORT OF THE HEAD OF PROPERTY & FINANCE**

**COMPLETED AUDITS**

**1. Purpose of Report .**

1.1 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 the Corporate Improvement Plan and other corporate priorities

**3. Background.**

3.1 Internal Audit conducts reviews according to an annual audit plan and reports findings to Audit Committee.

**4. Current situation / proposal.**

4.1 Recently completed audits are summarised in the following table:

Report	System Overview	Work Finalised	Audit Days	Key Messages	Audit Opinion	Key Action Plan Dates
Scheme of Delegation	Decisions made on behalf of the Council by officers are controlled by a written set of rules and processes which includes the opportunity of scrutiny by Members	December 2009	26	The system is working well in ensuring that decisions are appropriately recorded and open to scrutiny in accordance with the scheme. There has been structured training of staff and the scheme is regularly updated and publicised.	Substantial Assurance	No significant recommendations
Whistleblowing Policy	The policy provides avenues for employees to raise concerns over malpractice in accordance with the Public Interest Disclosure Act 1998. Monitoring of the policy is delegated to the Standards Committee.	March 2010	4	The policy demonstrates Council commitment to dealing with complaints over malpractice. However, the policy does require updating as it has been in place for a number of years. E.g. Contact details are out of date. Suggestions have been made in respect of agency workers and contractors' staff. A revised policy will be proposed to the Standards Committee.	Adequate Assurance	September 2010
Trading Standards	This statutory service protects the public focussing on consumer rights, credit, dangerous and counterfeit goods.	March 2010	23	The service benefits from committed staff and a keenness for continued improvement. The controls in place are operating effectively.	Substantial Assurance	No significant recommendations
Recoupment	In 2008/09 BCBC received £2.16m and paid £719k from/to other local authorities in respect of SEN school placements.	Draft report issued August 2009	9	The SEN service is addressing issues relating to contracts with other authorities. Recommendations have been made in respect of contracts and documentary evidence of agreements and assessments.	Adequate Assurance	Response awaited from management

Volunteer Drivers (Follow up)	A pool of volunteers are paid expenses for transporting service users using their own vehicles.	Draft report issued October 2009	Part of general follow ups budget	There has been a change of manager since the last audit which may account for the fact that some of the recommendations have not been implemented. Confirmation should be made on the portability of CRB checks. Budget monitoring should be regularly undertaken.	Adequate Assurance	Response awaited from management
Highways Maintenance (Follow up)	The system manages the county borough's highways, ensures safety for the public and seeks to provide value for money.	March 2010	Part of general follow ups budget	The majority of agreed recommendations have been implemented. There are still improvements to be made in documentation and procedures related to tendering, stores control and highways inspections.	Adequate Assurance	June 2010
Street Lighting (Follow up)	The system manages provisions of adequate lighting on the streets and highways, ensures safety for the public and seeks to provide value for money.	March 2010	Part of general follow ups budget	Reliance has been placed on one individual to manage inspection and remedial works. We have been assured that all our columns will be visited and inspected in the next 18 months as part of the energy saving project roll out. Demonstration of providing value for money in some operations could be improved.	Adequate Assurance	October 2010

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

5.1 None

**6. Legal Implications.**

6.1 There are no legal implications

**7. Financial Implications.**

7.1 There are no financial implications regarding this report.

**8. Recommendation.**

8.1 That the Committee note the report.

**Allan Phillips**  
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**31 March 2010**

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**Background documents:**

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