

Personnel Committee - 11 June 2012
Item 10 – Flexible Working – PER218
Addendum - Minute Extract

AUDIT COMMITTEE

12 March 2012

1. **INTERNAL AUDIT PROGRESS REPORT TO 29 FEBRUARY 2012**

(Report [AUD027](#) refers)

The Internal Audit Manager reported that three further audits were now at their final stage; those relating to Cash Collection, Asset Management and Benefits. The audits relating to Waste Collection and ICT Shared Services were also near to completion.

Following Committee questions, the Internal Audit Manager clarified that although there was a decrease in staff time available for audits, resources had been realigned to concentrate on key areas of weakness. For example, in the case of Car Parks, it was recognised that the cash reconciliation process was a key area of control and would be concentrated upon. Following an audit of Car Parks, a comprehensive opinion had been acted upon by management. From 24 February 2012, the main outstanding areas of action were procedural, such as undertaking the completion of documentation. New payment initiatives, such as pay by phone, were recognised as being areas of potential risk where an audit action plan was required and these would be monitored within agreed timescales.

In the case of Flexible Smarter Working 2011 - 12, the Chief Executive stated that it was for line managers to ensure that staff who worked from home were productive, efficient and accessible. The audit opinion had included wider factors such as health and safety and communication to staff of the relevant policies and procedures relating to flexible/smarter working. It was not the primary purpose of the audit opinion to provide proof of concept and to demonstrate that value for money was being obtained.

It was noted that the updated ICT Security Policy would be approved by a Council Committee.

RESOLVED:

That the matters raised by Internal Audit and action taken by management be noted.