

**BOLSOVER DISTRICT COUNCIL**  
**Internal Audit Consortium - Report to Audit Committee**  
**Summary of Internal Audit Reports Issued 2025/26 to date**

Report Ref No.	Report Title	Scope and Objectives	Assurance Provided	Date		Number of Recommendations	
				Report Issued	Response Due	Made	Accepted
B001	Lifeline Scheme	To ensure fees are raised and collected correctly, equipment is purchased correctly, reconciliations take place, safeguarding training and DBS checks are in place.	Limited	11/8/25	1/9/25	4 (1H 3M)	4
B002	Payroll	To ensure that staff are paid promptly and accurately and that the necessary returns are made.	Reasonable	8/9/25	29/9/25	3 (1M 2L)	3

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B003	Data Protection	To ensure that data protection legislation is complied with and that staff are appropriately trained.	Limited	14/10/25	4/11/25	8 (2H 3M 3L)	8
B004	Business Continuity & Emergency Planning	To ensure that there are appropriate arrangements in place	Substantial	22/10/25	11/11/25	0	0
B005	Housing Rents	To ensure that rents are raised promptly and accurately and that there are appropriate debt collection procedures in place.	Reasonable	3/11/25	24/11/25	2 (1M 1L)	2
B006	Private Sector Housing Disrepairs	To ensure that legal obligations are met and that enforcement cases are dealt with effectively	Substantial	4/11/25	25/11/25	4L	4

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B007	Fly-tipping	To ensure there is a policy in place, that fly-tipping notifications are dealt with effectively and that enforcement is undertaken in line with legal powers	Substantial	17/11/25	8/12/25	2L	2
B008	Clowne Leisure Centre	To ensure that there are appropriate controls and procedures in place and that they are operating	Substantial	24/11/25	15/12/25	6L	6
B009	Council Tax	To ensure that bills are raised promptly and accurately and that there are debt collection procedures in place	Substantial	24/11/25	15/12/25	0	0
B010	Housing Allocations and Lettings	To ensure that Council houses are let in line with the approved policy	Substantial	16/12/25	15/1/25	1L	1
B011	Complaints Procedures	To ensure that the Council has appropriate procedures in place for dealing with complaints	Substantial	19/12/25	21/1/26	1L	Note 1

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	<b>Dragonfly Management</b>						
D001	Pleasley Vale and the Tangent Business Centres	To ensure new tenancies and tenancy terminations have the correct documentation in place, that records are accurate, arrears are being pursued, site security is adequate and units are adequately marketed	Reasonable	15/12/25	14/01/26	8 (5M 3L)	Note 1

H = High Risk M = Medium Risk L = Low Risk

Note 1 Response not due at time of writing report