

BOLSOVER DISTRICT COUNCIL

Internal Audit Consortium - Report to Audit Committee

Summary of Internal Audit Reports Issued 11th January 2020 – 1st September 2020

Report Ref No.	Report Title	Scope and Objectives	Assurance Provided	Date		Number of Recommendations	
				Report Issued	Response Due	Made	Accepted
	2019/20 Reports						
B016	Transformation Agenda	To review at a strategic level the transformation programme, progress against it, communication to staff etc.	Reasonable	7/1/20	28/1/20	4M	4
B017	Cash and Bank	To ensure that all cash is banked promptly and held securely	Substantial	9/01/20	30/1/20	0	0
B018	National Non Domestic Rates	To ensure that bills are raised promptly and accurately and that there are debt collection procedures in place	Substantial	21/01/20	11/02/20	0	0
B019	Main Accounting & Budgetary Control	To review and assess the controls and procedures in place	Substantial	29/01/20	19/2/20	1L	1
B020	Housing Benefit and Council Tax Support	To ensure that benefit payments are paid timely and accurately	Substantial	6/2/20	27/2/20	0	0
B021	Network Security and Policies	To review the policies and procedures in place	Substantial	12/2/20	4/3/20	0	0

Report Ref No.	Report Title	Scope and Objectives	Assurance Provided	Date		Number of Recommendations	
				Report Issued	Response Due	Made	Accepted
B022	Members IT Equipment	To ensure that all equipment is accounted for and secure	Reasonable	20/2/20	12/3/20	3M	3
B023 & B024	Business Centres – The Tangent & Pleasley Vale Business Park	To examine the processes and procedures in place	Reasonable	11/3/20	1/4/20	5 (2M 3L)	5
B025	Risk Management	To ensure that there are embedded risk management processes in place	Reasonable	16/3/20	6/4/20	0	0
B026	Housing Repairs - Voids	To ensure that the voids process is well managed and efficient	Reasonable	2/4/20	27/4/20	5 (2M 3L)	5
B027	Transport	To review and assess transport operations including vehicle servicing, MOT's , fuel, inventories	Reasonable	30/4/20	22/5/20	5 (1M 4L)	5
B028	Sundry Debtors	To ensure that invoices are raised promptly and accurately and that there are debt collection procedures in place	Reasonable	26/5/20	16/6/20	2L	2

Report Ref No.	Report Title	Scope and Objectives	Assurance Provided	Date		Number of Recommendations	
				Report Issued	Response Due	Made	Accepted
	2020/21 Reports						
B001	Data Protection	To ensure that DP legislation is being complied with and that the Council has adequate procedures in place	Substantial	4/6/20	25/6/20	3L	3
B002	Election Expenses	To ensure that the fees paid to officers and for hall rental etc. are correct. To review training provided and procedures for updating the electoral register	Reasonable	17/8/20	7/9/20	4 (1M 3L)	4
B003	Community Safety	To ensure that there is a strategy in place and that projects etc. are being undertaken in line with the strategy	Substantial	1/9/20	22/9/20	1L	Note 1

Note 1 Response not due at time of writing report.