

## Internal Audit reports finalised since the last Audit Committee meeting (April 2015)

<b>Audit Title:</b>	Housing Rents				<b>Date of Report:</b>	June 2015	
<b>Number of 'High Priority' Recommendations:</b>	0	<b>Current Audit Opinion:</b>	1	<b>Previous Audit Opinion:</b>	1	<b>Overall Evaluation (Risk):</b>	<b>Moderate</b>
<b><u>Key Recommendations</u></b> There are no key recommendations made as a result of this review.							

<b>Audit Title:</b>	Housing Voids				<b>Date of Report:</b>		June 2015	
<b>Number of ‘High Priority’ Recommendations:</b>	8	<b>Current Audit Opinion:</b>	4	<b>Previous Audit Opinion:</b>	n/a	<b>Overall Evaluation (Risk):</b>	Of concern	
<b><u>Key Recommendations</u></b>								
The key recommendations made as a result of the review are:								
<ul style="list-style-type: none"><li>• The need for the Housing Voids team to have an operational plan for 2015/16.</li><li>• A one page consolidated performance pack should be developed to monitor performance of the team and contractors.</li><li>• That Housing Voids should seek a waiver from Contract Standing Orders to support the extended use of the interim contracts.</li><li>• To amend the Open Housing system to stop unauthorised personnel authorising variation orders. Where variations occur an analysis should be undertaken, by surveyor and contractor, to understand why they happened and to identify any trends.</li><li>• Orders and invoices should not be authorised by the same officer.</li><li>• All meetings with contractors should be minuted and saved onto the Housing shared drive.</li><li>• A formal target for post work inspections should be agreed and reported against quarterly. Evidence that the inspection has taken place should be recorded on the Open Housing system and individual void property file.</li><li>• The circumstances under which code R00013 (this enables costs to be entered manually rather than using the agreed schedule of rates) should be documented. When the code is used it should be authorised separately by the Empty Homes Manager to ensure it is a valid use of the code.</li></ul>								

<b>Audit Title:</b>	Treasury Management 2014/15				<b>Date of Report:</b>	March 2015	
<b>Number of 'High Priority' Recommendations:</b>	0	<b>Current Audit Opinion:</b>	1	<b>Previous Audit Opinion:</b>	1	<b>Overall Evaluation (Risk):</b>	<b>Moderate</b>
<b><u>Key Recommendations</u></b> There are no key recommendations made as a result of the review.							



