

National Park Authority

Audit Committee Meeting

Agenda Item 9



Outstanding Actions Update

Paper for information

1. Purpose

The purpose of this paper is to provide an update on the outstanding actions arising from internal audit work completed during 2014/15, 2015/16 and 2016/17.

2. Recommendation

Members are asked to note this report and the actions as shown below.

3. Recently Completed Actions

3.1 Five actions have completed since the last quarter's report (**Appendix 1**): one in relation to Records Management; two in relation to Absence Management and; two in relation to IT Healthcheck.

Action: Members to confirm clearance of these actions.

4. Outstanding Actions

4.1 There are four actions outstanding in relation to fixed assets (**Appendix 2**). At the December 2016 Audit Committee Members requested that these actions be cleared by June 2017. The Draft Annual Operational Plan for 2017/18 (subject to Board approval) includes the development of an Asset Management Plan and an Asset Management Database scheduled for completion by December 2017. It is recommended that the fixed asset policy / procedure updates are integrated with this work to support an efficient use of staff and system resources and prevent duplication of effort. Therefore, whilst disappointing, it is recommended that Members agree to a revised deadline of December 2017 to clear these actions.

4.2 Fifteen actions are outstanding from five internal audits that have taken place in 2016/17: two are medium priority and thirteen are low priority (**Appendix 3**).

Action: Committee to note the actions outstanding and confirm the revised deadline for clearing fixed asset actions.

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