

## Internal Audit - Personnel

Performance Select Committee, item 6

<b>Committee:</b>	<b>Performance Select Committee</b>	<b>Agenda Item</b>
<b>Date:</b>	<b>14 June 2006</b>	<b>6</b>
<b>Title:</b>	<b>Internal Audit – Personnel</b>	
<b>Author:</b>	<b>Simon Martin, Audit Partnership Manager, ext 422</b>	Item for decision

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### Summary

A recent internal audit of Personnel is attached together with a management action plan. This item is included in the agenda in response to Members request that internal audit reports are discussed at the Performance Select Committee.

### Recommendations

That the Personnel audit and management action plan are noted.

### Background Papers

The Internal Audit Plan for 2005/06.

### Impact

Communication/Consultation	The report has previously been circulated amongst relevant officers
Community Safety	None identified
Equalities	None identified
Finance	None identified
Human Rights	None identified
Legal implications	None identified
Ward-specific impacts	None identified
Workforce/Workplace	The internal audit report provides an opinion on the control framework relating to the Council's workforce. Some recommendations for improvement have been made.

### Situation

An internal audit of Personnel has been carried out as part of the 2005/06 internal audit plan. The report contains a number of recommendations to improve internal control and manage risk. The report was issued to relevant managers in accordance with an agreed protocol. A management action plan was subsequently completed and is included with the attached internal audit report.

**Risk Analysis**

Risk	Likelihood	Impact	Mitigating actions
The issues highlighted in the report are not acted upon	Low	Medium	Internal audit reports are followed up to ensure compliance. There are escalation procedures in the event of non compliance.