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<b>REPORT TO:</b>	<b>AUDIT SUB COMMITTEE</b>	<b>AGENDA ITEM: 12</b>
<b>DATE OF MEETING:</b>	<b>19th JUNE 2012</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>HEAD OF CORPORATE SERVICES KEVIN STACKHOUSE (01283 595811) <a href="mailto:kevin.stackhouse@south-derbys.gov.uk">kevin.stackhouse@south-derbys.gov.uk</a></b>	<b>DOC:</b> u/ks/internal audit/reports/legal and democratic/review of recommendations update
<b>SUBJECT:</b>	<b>Internal Audit Review of Legal and Democratic Services – Follow-up of Recommendations</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: AS 02</b>

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## **1.0 Recommendations**

- 1.1 That the acceptance of the outstanding recommendations is noted.

## **2.0 Purpose of Report**

- 2.1 To provide an update on two recommendations not accepted following a review of Democratic Services.

## **3.0 Detail**

- 3.1 The Committee considered an internal audit report in February 2012 regarding an audit of the Elections process in Democratic Services. Two low risk recommendations had been made which, although accepted, were not being considered for full implementation by the service manager.
- 3.2 Two issues had been identified which related to some expenditure not being covered by purchase orders, together with a supplier being used without other quotes being obtained. The Committee considered explanations in the February report which noted the high volume/small level of expenditure involved and the reliability of a preferred supplier for particular aspects of delivering local elections.
- 3.3 However, the Committee felt compliance with the Purchasing Procedural Rules was important and asked officers to review their decision not to implement the recommendations.
- 3.4 Consequently, following a further review of processes, officers have accepted the recommendations and will implement them accordingly. Internal Audit will follow up these recommendations as part of their normal follow up process in due course.

#### **4.0 Financial Implications**

4.1 None directly.

#### **5.0 Corporate Implications**

5.1 None directly.

#### **6.0 Community Implications**

6.1 None directly.

#### **7.0 Background Papers**

None