

AUDIT COMMITTEE

23RD MARCH 2018

COASTAL FACILITIES ACTION PLAN UPDATE

Purpose:

To note the progress in implementing the Coastal Facilities Action Plan.

Recommendations / key decisions required:

To approve progress and the continued work objectives.

Reasons:

A six month progress report was requested in the Audit Committee meeting on 29th September 2017

Relevant scrutiny committee to be consulted: N/A

Exec Board Decision Required N/A

Council Decision Required N/A

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Peter Hughes-Griffiths (Culture, Sport & Tourism Portfolio Holder)

Directorate: Communities

Name of Head of Service:

Ian Jones

Report Author: Ian Jones

Designations:

Head of Leisure

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EXECUTIVE SUMMARY

AUDIT COMMITTEE

23RD MARCH, 2018

COASTAL FACILITIES ACTION PLAN UPDATE

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

The attached Action Plan summarises the agreed work and progress to date by the Outdoor Recreation Service to improve its processes following the Internal Audit Summary Report presented to the Audit Committee meeting on 22nd March 2016. An update was also provided to Scrutiny committee on the 30th Sept 2016, the 6th January 2017, the 22nd March 2017 and the 29th September 2017.

In addition, the Service has had another Internal Audit in January / February 2018 with the resultant Report and Action Plan at draft stage.

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Ian Jones

Head of Leisure

| Policy, Crime & Disorder and Equalities | Legal | Finance | ICT | Risk Management Issues | Staffing Implications | Physical Assets |
|--|------------|------------|------------|------------------------|-----------------------|-----------------|
| NONE | YES | YES | YES | YES | YES | YES |
| <p>1. <u>Legal</u> Appropriate advice is now being sought from Legal, Property Management, Finance, Health & Safety, Internal Audit and Risk to ensure procedures are compliant.</p> | | | | | | |
| <p>2. <u>Finance</u> Significant focus of review to ensure that Financial Procedure Rules are complied with.</p> | | | | | | |
| <p>3. <u>ICT</u> New technology to be introduced where this improves control.</p> | | | | | | |
| <p>4. <u>Risk Management</u> Increased focus on evaluating exposure to risk and addressing weaknesses identified.</p> | | | | | | |
| <p>5. <u>Staffing Implications</u> Action Plan addresses concerns identified re: recruitment and safety of staff.</p> | | | | | | |
| <p>6. <u>Physical Assets</u> Leisure now working closely with Environment Department to ensure proper arrangements for maintenance and control of physical assets.</p> | | | | | | |

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Ian Jones

Head of Leisure

1. Scrutiny Committee N/A

2. Local Member(s) N/A

3. Community / Town Council N/A

4. Relevant Partners N/A

5. Staff Side Representatives and other Organisations N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

| Title of Document | File Ref No. | Locations that the papers are available for public inspection |
|---|--------------|---|
| Internal Audit Summary Report re Coastal Facilities and Draft Action Plan | | Audit Committee Meeting Agenda and Minutes - March 2016 and July 2016 |