

# Report

Report to:	<b>Lanarkshire Valuation Joint Board</b>
Date of Meeting:	<b>6 June 2011</b>
Report by:	<b>Depute Assessor and Electoral Registration Officer</b>

Subject:	<b>Internal Audit Report I214918 – Budget Monitoring and Reporting</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ Present to members of the Joint Board for information, a copy of the report from South Lanarkshire Council's Internal Audit on LVJB's budget monitoring and reporting.

## 2. Recommendation(s)

2.1. The Board is asked to approve the following recommendation(s):-

- (1) that the content of the report is noted.

## 3. Background

3.1 A request was made to Internal Audit to undertake an audit of LVJB's budget monitoring and reporting as it had been some time since a similar audit had been undertaken. The request was subsequently included in the Audit Plan for 2010/11.

3.2 The objective of the audit was to ensure that accounting processes and practices within LVJB are robust, with the audit covering an examination of:

- Overall accounting process
- Accounting policies and practices
- Financial Information Systems
- Budgetary Control
- Coding Structure
- Security of Data

## 4. Main Findings

4.1 That there is an adequate level of assurance that the accounting processes and practices in operation within LVJB are robust.

4.2 That, despite being a proven legacy solution for LVJB for all invoice tracking, commitment accounting and local management information reporting, the software application employed by LVJB for budget monitoring and reporting, namely Microsoft Access, is an unsupported platform and therefore an alternative software solution, including consideration of South Lanarkshire Council's Oracle FMS and i-Procurement application, should be implemented.

An agreed action plan is contained within section 5 of the report.

## **5. Employee Implications**

5.1 None.

## **6. Financial Implications**

6.1 There will be likely costs in implementing an alternative application to facilitate LVJB's budgetary monitoring and reporting. These costs are currently being scoped.

## **7. Other Implications**

7.1 The risk of not fully engaging with a detailed internal audit process is the potential failure to implement good practice in key service delivery areas, in addition to the potential failure of complying with appropriate standards.

## **8. Equality Impact Assessment and Consultation Arrangements**

8.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

## **9. Privacy Impact Assessment**

9.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

**Gary Bennett**

**Depute Assessor and Electoral Registration Officer**

20 April 2011

## **Previous References**

None

## **List of Background Papers**

None

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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