ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	**AUDIT COMMITTEE**
DATE:	**07 NOVEMBER 2014**
TITLE OF REPORT:	**RECOMMENDATION TRACKING UPDATE**
PURPOSE OF REPORT:	**FOR INFORMATION**
REPORT BY:	**AUDIT MANAGER**
ACTION:	**N/A**

1. BACKGROUND

1.1 The Council has an application (4Action) that records recommendations and proposed actions and allocates these to designated individuals with an agreed implementation date.

1.2 Current arrangements are that Internal Audit input those agreed Internal Audit recommendations, responsible officers and timescales from reports onto 4Action. Users set up for the purpose in each Service access the system to update any actions taken to implement the recommendations. Such updates are based on self-assessment of implementation status.

1.3 The primary user of the system is Internal Audit who use it to record Internal Audit recommendations and to produce reports for stakeholders (including SLT and the Audit Committee) on implementation rates within Services. These reports are based on the total number of recommendations and percentage implementation rates per Service rather than on details of individual recommendations.

1.4 Other Services have used and continue to use the system to record required actions but not to any degree.

1.5 Internal Audit produce reports from the system of outstanding recommendations prior to each Audit Committee to which an Internal Audit Progress report is scheduled to be presented. A request to update 4Action with a detailed recommendation report is sent to the relevant Services with a request that the 4Action system be updated before a required cut off date for final reports to SLT and Audit Committee.

2. RECENT DEVELOPMENTS

2.1 In recent Internal Audit Progress reports we have started to include details of the High category recommendations that remain outstanding including initial and subsequent implementation targets and the responsible officer for implementation.

2.2 Internal Audit Progress reports with details of outstanding High Category Internal Audit recommendations are now being reported to SLT prior to going to Audit Committee which will raise the profile of these issues.

3. CURRENT IMPLEMENTATION RATES

3.1 **High and Medium Recommendations** –. During the twelve month period up to 14-10-14 there were 156 High and Medium category recommendations made by Internal Audit. Of these 45 had not reached their target implementation date on 14-10-14 leaving 111 past their implementation date of which 81% had been either implemented or superseded; 14% were being implemented and 5% had yet to be implemented.

3.2 **All recommendations** - During the twelve month period up to 14-10-14 there were 258 recommendations of either High, Medium, Low or no category recommendations made by Internal Audit. Of these 60 had not reached their target implementation date on 14-10-14 leaving 198 past their implementation date of which 86% had been either implemented or superseded; 8% were being implemented and 7% had yet to be implemented.

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