

Summary Report of Audit Assignments April 2012– March 2013 Assurance Assessments

Ref.	Report / Project	Date of Report	Report Assurance Level	Summary Report Extract	Follow-up assurance assessment
1 and 2	Maidstone Museum East Wing Development – Fundraising <i>Note: This was a significant piece of work and equated to the time spent on two normal audit projects.</i>	May 2012	An assurance assessment was not included within this report.	Appendix D	Follow up assessment not required as no recommendations were made in the report. The internal audit assessment has been considered within a wider review of the Museum East Wing delivery and project management, coordinated by the Chief Executive
3	Members Allowances	May 2012	Substantial	Appendix C	Substantial
4	Park and Ride Income	May 2012	Not given	Appendix C	Substantial
5	Compliance with Officer Code of Conduct	June 2012	Substantial	Appendix C	Substantial
6	Grounds Maintenance	July 2012	High	Appendix C	Not required - no recommendations arose from the audit
7	Parking Enforcement Partnership MBC & SBC	July 2012	Substantial	Appendix C	Substantial
8	The Gateway	August 2012	Substantial	Appendix C	Substantial
9	Compliance with the Planning Code of Conduct	September 2012	Substantial	Appendix C	To be completed July 2013
10	Performance Management Framework	September 2012	Substantial	Appendix C	Substantial
11	Corporate Complaints	September 2012	Substantial	Appendix C	Substantial
12	NFI 2012/13	September 2012	Not applicable – Coordination role		Investigation progress reports produced June and September
13	Waste Collection - Contract payments & variation orders	November 2012	High	Appendix C	Not required - no recommendations arose from the audit

14	Governance / Scrutiny Review	November 2012	N/A (consultancy role)	Appendix D	N/A
15	Homelessness	December 2012	Substantial	Appendix C	Substantial
16	Visitor Economy Business Unit	January 2013	Limited	Appendix B	Substantial
17	Fraud Service - Business Plan	January 2013	N/A – Policy review	Appendix D	N/A
18	Parish Services Scheme	January 2013	Substantial	Appendix C	Substantial
19	Development Control Enforcement	February 2013	Substantial	Appendix C	To be completed July 2013
20	Litter Enforcement	February 2013	Substantial	Appendix C	To be completed July 2013
21	Accounts Payable	March 2013	High	Appendix C	Not required as no recommendations arose from the audit
22	Corporate Credit Cards	March 2013	Substantial	Appendix C	To be completed September 2013
23	IT Disaster Recovery	March 2013	Substantial	Appendix C	To be completed January 2014
24	IT Network Controls	March 2013	Substantial	Appendix C	To be completed December 2013
25	General Ledger (Budgetary Control)	March 2013	Substantial	Appendix C	To be completed November 2013
26	Tovil Parish Council	March 2013	Substantial	Appendix C	N/A
27 TWBC	Council Tax	December 2012	Substantial	Appendix C	To be completed July 2013
Additional Audit Project Work					
28	Risk Management Policy Review		Audit Consultancy		
29	Teammate administration and development		Audit Development		
30	Teammate Project – Reporting functionality		Audit Development		
31	Investigation – Benefits System Security		Investigation		
32a	Investigation – Tunbridge Wells Planning Service		Investigation	Resource provided by MBC staff repaid within the terms of the partnership agreement through provision of partner audit review of MBC information Governance (not complete at year end)	
32b	Investigation – Tunbridge Wells Officer Grievance		Investigation		
	Audit Commission Fraud Survey		Coordination role		

	Strategic Risk Management	Audit Consultancy	
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