

**Internal Audit Follow-up
Housing & Environment
(Reporting for All dates on or before: October 2018)**

Action Plan	Dates	Status/Explanation
<p>14-16 - Housing Repairs Action Point : 3.2 - Verification: timeliness and meeting the specification of emergency repairs Importance: Medium</p> <p>Audit Committee Date: April 2015</p> <p>HRIS is already in close contact with the Council's IT Service in order to improve the capability of our mobile technology, in accordance with Housing's Technology and Improvement Plan.</p> <p>(J Beverley, Housing Repairs Service Manager)</p>	<p>Dec 2015 Mar 2017 Oct 2017 Mar 2018 Oct 2018 Mar 2019</p>	<p>This action is being progressed as part of IT's mobile working transformation project. As such, timescales for completion are out-with the Service.</p> <p>Progress has been made and the roll out of standard repairs work is scheduled to complete on 8 January 2019. Implementation of customer's signatures for all works completed during working hours will then be progressed and the final phase for out of hours working is expected to now be completed by 31 March 2019.</p> <p>Internal Audit Opinion: Accepted</p>
<p>15-13 - School Transport Contracts Action Point : 3b - Contract Oversight & Performance Monitoring Importance: Medium</p> <p>Audit Committee Date: March 2016</p> <p>The Public Transport Manager will liaise with the Procurement Manager to develop appropriate contract & supplier management plans for future awards.</p> <p>(M Roy, Public Transport Officer)</p>	<p>Aug 2017 Apr 2018 Oct 2018 Mar 2019</p>	<p>The Service is developing a process for contract and supplier management. This has been implemented for a major supplier and will be rolled out, using a risk based approach, to all suppliers.</p> <p>Internal Audit Opinion: Accepted</p>

<p><u>16-22 - Roads Maintenance Partnership</u> Action Point : 7a - Road Maintenance Partnership Agreement Importance: Medium</p> <p>Audit Committee Date: April 2017</p> <p>The Partnership continues to operate under the Memorandum Of Understanding in relation to Tayside Contracts operation and the authorised delegated powers of PKC officers within the Partnership. There is currently a Scottish Government drive towards collaborative working and this may change the way the Partnerships (PKC, Angus and Dundee City) move forward hence no further agreement has been put in place. When the output of the collaborative working group is reported to Committee the status of the Partnership will be clarified.</p> <p>(B Renton, Executive Director (Housing & Environment))</p>	<p>Jan 2018 Jun 2018 Oct 2018 Mar 2019</p>	<p>The short term Member Officer Working Group met and considered the current partnership arrangements on 30 November 2018. Agreement was reached to update the Partnership Agreement for up to 5 years. This will be documented and scheduled for committee in March 2019.</p> <p>Internal Audit Opinion: Accepted</p>
<p><u>16-27 - Events & Festivals</u> Action Point :1.1 - Events & Festivals Strategy and Reporting Importance: Low</p> <p>Audit Committee Date: April 2017</p> <p>It was agreed at the Events Strategy meeting held on the 15th March 2017 that the Events & Festivals Strategy would be updated.</p> <p>(A Graham, Business Development Team Leader)</p>	<p>Apr 2018 Sep 2018 Jun 2019</p>	<p>The current Events & Festivals Strategy covering the period 2013-2020 is being reviewed to take into account the growing importance of events and festivals to the local economy, the proposed regional approach to major events, and the budget agreement to secure an income from events run by the Council. The Head of Planning & Development has indicated that this review will be completed by the end of June 2019 after which committee approval will be sought for the new strategy.</p> <p>Internal Audit Opinion: Accepted</p>

<p><u>16-27 - Events & Festivals</u></p> <p>Action Point : 1.2 - Events & Festivals Strategy and Reporting Importance: Low</p> <p>Audit Committee Date: April 2017</p> <p>A process will be introduced for determining which events are to be evaluated and to what extent.</p> <p>(M Boyle, Events Officer)</p>	<p>Sep 2017 Sep 2018 Mar 2019</p>	<p>This action links into action point 1.1 above. The Service anticipate that a process to determine which events are evaluated, and to what extent, will be developed in advance of the Strategy being approved.</p> <p>Internal Audit Opinion: Accepted,</p>
<p><u>16-27 - Events & Festivals</u></p> <p>Action Point : 2.1 - Support for Event Organisers (AP8 on DB) Importance: Low</p> <p>Audit Committee Date: April 2018</p> <p>A Council wide application and assessment process will be introduced.</p> <p>(M Boyle, Events Officer)</p> <p>.</p>	<p>Sep 2017 Apr 2018 Sep 2018 Mar 2019</p>	<p>The Conditions of Hire for Greenspace are being reviewed following the review of the City Centre Conditions of Hire. The Service states that the Council wide process will be finalised once this has been completed and will be available on the website.</p> <p>Internal Audit Opinion: Accepted</p>