

Appendix A

Report –Audit and Risk Committee
Outstanding High Risk Recommendations where target date has been changed
twice - Quarter 3 14/15

| Operational Services | | | | | |
|-------------------------|---|------------------|------------------------------------|--|---|
| Audit Area | Recommendation agreed with Managers | Last Target Date | No of Times the Target has Changed | Executive Director Proposal | Recommendations |
| Fleet Management | The draft vehicle management policy should be reviewed and updated in line with the updated driving at work policy. | 31/12/14 | 2 | <p>A review of both the driving at work and vehicle management policies is necessary - a number of recommendations made as a result of this audit will be addressed within the newly reviewed policies. The Head of Service stated that a working group is to be convened to address the driving at work policy.</p> <p>10/03/14 – As per Head of Fleet and Recycling Services an extension was requested until 30/6/14. A Working group has been set up - Draft will be developed by 31/3/14 - The policy will need to pass through the relevant corporate groups.</p> <p>05/08/14 - As per Head of Fleet and</p> | That the recommendation be closed following the response provided by the Head of Fleet and Recycling Services |

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| | | | | <p>Recycling Services, the draft policy has been developed - waiting for the Driving at Work policy to be adopted. Request target date extension to 31/12/14.</p> <p>30/1/15 – Head of Fleet and Recycling Services reported that there is no longer the requirement for a separate Vehicle Management Policy, as items that are covered within this policy are either addressed in the Driving at Work Policy or covered in a range of working practice document already developed for the management of our fleet, such as overload, defects, fuel etc.</p> | |
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