

**Report To:** Corporate Governance Committee  
**Date of Meeting:** 19 July 2017  
**Lead Member / Officer:** Lisa Lovegrove – Chief Internal Auditor  
**Report Author:** Nanette Williams – Acting Chief Internal Auditor  
**Title:** Corporate Fleet Management Update

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**1. What is the report about?**

This report provides an update on progress in implementing the action plan that accompanied the Internal Audit report on Corporate Fleet Management in October 2015

**2. What is the reason for making this report?**

This report is to provide information on how the Council is implementing improvements in fleet management since the issue of the Internal Audit report in 2015. The audit report gave 'Low Assurance', so the Corporate Governance Committee requested a progress report to ensure that the issues are being addressed. This is the third progress report, the previous ones being in March 2016 and September 2016.

**3. What are the Recommendations?**

The Committee to review progress and decide whether it requires a further progress report.

**4. Report details**

Appendix 1 is the Internal Audit follow up action plan, which shows that good progress continues to be made with implementing the issues and risks that Internal Audit identified.

Of the 13 issues raised during our original audit, 11 have now been successfully resolved, which includes those considered more significant, such as developing a new Transport Policy and improvements to health and safety and driver checks. While there are 2 issues still outstanding in relation to the implementation of a new Fleet Management System as well as fuel stock checks, work is currently underway to address both of these.

**5. How does the decision contribute to the Corporate Priorities?**

Not applicable - there is no decision required with this report.

**6. What will it cost and how will it affect other services?**

Not applicable - there is no decision required with this report.

**7. What are the main conclusions of the Well-being Impact Assessment?**

Not applicable - there is no decision required with this report.

8. **What consultations have been carried out with Scrutiny and others?**  
Not applicable - there is no decision required with this report.
9. **Chief Finance Officer Statement**  
Not applicable - there is no decision required with this report.
10. **What risks are there and is there anything we can do to reduce them?**  
Not applicable - there is no decision required with this report.
11. **Power to make the Decision**  
Not applicable - there is no decision required with this report.