

EAST AYRSHIRE COUNCIL

PERSONNEL AND PROPERTY SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE – 28 SEPTEMBER 2000

PROPOSED REVISION TO INTERNAL AUDIT STAFFING ESTABLISHMENT

Report by Chief Executive

1 PURPOSE

- 1.1** The purpose of this report is to propose a revision to the staffing establishment of the Internal Audit Section within the Chief Executive's staffing.

2 BACKGROUND

- 2.1** The Internal Audit section was transferred from the Finance Department to the Chief Executive in November 1998 to strengthen corporate governance in the Council. The Chief Auditor now reports directly to the Chief Executive.
- 2.2** The Internal Audit section has an establishment of eight full time equivalent staff; the Chief Auditor, three Senior Auditors, three Assistant Auditors (graded AP4/5), one Audit Assistant (graded AP1) and a Skillseeker.
- 2.3** Recent staff turnover has resulted in a vacancy at AP1 and 0.4 of a full time vacancy at AP4/5. The Internal Audit section is, therefore, currently operating at 1.4 employees below establishment.
- 2.4** The AP1 postholder provided support to frontline audit staff (AP4/5 and above).
- 2.5** The strategic audit planning process has identified a need for more audit resources to ensure adequate and effective Audit coverage is achieved. The section's support needs are of a clerical nature and should be provided by a Clerical Assistant post, graded GS1/2 (£7,353-£11,685).

3 PROPOSAL

- 3.1** It is therefore proposed to add an Assistant Auditor post graded AP4/5 (£17,322-£21,636) and a Clerical Assistant graded GS1/2 (£7,353-£11,685) to the Audit Section's staffing establishment replacing the vacant Audit Assistant and 0.4 FTE Assistant Auditor vacancies.
- 3.2** The advantage of this staffing revision would be to increase audit coverage by moving audit resources from support activities to frontline duties.

4 FINANCIAL IMPLICATIONS

- 4.1** The additional salary costs (including employer costs) of £6,800 per annum can be met from within existing resources.

5 RECOMMENDATION

5.1 Approval is sought for the above proposal.

David Montgomery
Chief Executive
19 September 2000

BACKGROUND PAPERS

Nil

Anyone wishing further information should contact Colin Houston, Chief Auditor, telephone 01560 323836.

AGENDA