













**APPENDIX 3 – INTERNAL AUDIT IMPROVEMENT PLAN**

<b>Observation</b>	<b>Risk</b>	<b>Recommendations</b>	<b>Priority</b>	<b>Council Response to Recommendations</b>	<b>Officer Responsible</b>	<b>Action Date</b>
Land and buildings with a commercial value; the Asset Register contains details of land and buildings some of which have an actual value rather than a nominal value ie £1 assigned to them.	The value of assets may not be accurate.	Where land and buildings have a commercial value and are capable of being sold (even though that might not be the intention), carry out a periodic commercial revaluation eg at least once during the life of each council.	M	Buildings were valued during the previous Council.  1. Undertake a review of assets. 2. Review the process for land valuation. 3. Schedule 4 yearly reviews.	1. Service Managers 2 & 3. Chief Executive & Town Clerk	Nov 2023  Feb 2024
Guidance regarding the general reserve is set out in The Practitioners' Guide (2023) paras 5.32 - 5.36. For authorities with income and expenditure in excess of £200,000 the generally accepted recommendation is for 3 months of net revenue expenditure.	For the audit year 2022-23, that would suggest approximately £180,000 held in reserves but the actual figure was considerably lower and less than 50% of the guideline figure.	Whilst the Practitioners' Guide is guidance and whilst the calculation of reserves is not an exact science, it is appropriate and prudent that the council reviews its current position against the guidance to confirm or if necessary amend its plan in respect of the sums held.	M	Policy & Resources Committee considers income and expenditure against budgets at each meeting and Reserves held quarterly.  Review Reserves Policy as part of the Medium Term Financial Planning Process.  Place a note in the accounts identifying which earmarked reserves are committed	Chief Executive & Town Clerk	Nov 2023