

**SCRMCA Recommendation Status Report - AMP Technology Centre (Overall assurance opinion - Adequate)**

Year & Period	Audit Report Title, Recommendation Number and Recommendation Title	Recommendation - Description	Priority	Theme	Status	Target Impl. Date	Original Target Impl. Date	No of Date Revisions	Agreed Management Action	Action Manager	Auditor
2018/19 Q4	SCRMCA - Advanced Manufacturing Park (AMP) - R1 - Financial Accounts	An operational budget limit for the AMP Technology Centre should be agreed between the SCRCA and CSM, with any surplus funds being transferred to the SCRCA, and the agreed limit not being exceeded in future.  The issue regarding the supplier of gas to Building 3 should be resolved as soon as possible, and the outstanding payments due to the supplier settled by the owner of the AMP at that time (i.e. HCA and/or SCRCA).	Significant	Financial Management	Complete	31-Mar-2019		0	Management Response:-  The surplus funds were transferred to the Authority on 18/09/2018. Going forward the SCRCA and CSM has agreed that any surplus over £100k will be transferred to the SCRCA on a monthly basis. The limit will be reviewed periodically to ensure the amount remains adequate.  Retrospective issues (no billing) have been mitigated and a reference number is awaited to be provided to enable the future gas supply to be billed.	Senior Finance Manager  Projects & Contracts Team Lead	Caroline Hollins
2018/19 Q4	SCRMCA - Advanced Manufacturing Park (AMP) - R3 - Schedule of Rates	The annual review of all schedule of rates should be documented, with the date of review noted on the schedule, for future reference.	Merits Attention	Financial Management	Complete	31-Mar-2019		0	Management Response:-  The 2019/20 Business Plan has been agreed and Schedule 11 of the contract replaced, and includes the Profit and Loss proforma which tracks the forecast financial performance of the AMP and is reconciled at year end. Alongside this the Finance Team have undertaken work with RMBC on business rates and agreed how the retrospective and future charges will be managed.	Project & Contracts Team Lead	Caroline Hollins
2019/20 Q1	SCRMCA - Advanced Manufacturing Park (AMP) - R4 - Asset Register	An Asset Register should be established, with the details of all current assets owned by the SCRCA (i.e. located in the AMP) being recorded. The Asset Register should include details of the asset, location, date of acquisition (or transfer from the HCA), value, depreciation and lifecycle.  All new assets, disposals of existing assets and also write offs should be recorded in future.  Independent checks should be periodically undertaken, to verify the accuracy of the Asset Register.	Significant	Financial Management	Implementation Date Elapsed - Revised Date Provided	30-Jun-2019	31-Mar-2019	1	Management Response:-  The condition survey of the AMP Technology Centre has concluded and asset registers to industry standards are now in place, as well as a process for maintaining the register such as when items are disposed of and replaced. CSM are fully aware of the contractual requirement to maintain an Asset Register and will assist where required.	Assistant Director Housing, Infrastructure & Planning	Caroline Hollins