

**Committee: PERFORMANCE & AUDIT COMMITTEE**

**Agenda Item**

**Date: 25 September 2014**

**6**

**Title: Internal Audit Progress Report,  
12 July to 12 September 2014**

**Author: Sheila Bronson, Internal Audit Manager  
01799 510610**

Item for Information

---

## Summary

1. To report to the Performance & Audit Committee details of work undertaken by Internal Audit since the last report to the Performance & Audit Committee on 22 July 2014 and to provide an update on implemented and outstanding internal audit recommendations.

## Recommendations

2. That the Internal Audit Progress Report (12 July to 12 September 2014) be noted

## Financial Implications

3. None. There are no costs associated with the recommendations.

## Background Papers

4. None

## Impact

- 5.

Communication/Consultation	The Internal Audit Work Programme 2014/15 referred to in this report has been approved by the Corporate Management Team and endorsed by the Performance & Audit Committee.
Community Safety	none
Equalities	none
Health and Safety	none
Human Rights/Legal Implications	none

Sustainability	none
Ward-specific impacts	none
Workforce/Workplace	none

### **Situation**

6. The purpose of this report is to provide management and members with:
- i) Details of the work completed by Internal Audit since the last report to the Performance and Audit Committee at its meeting 22 July 2014;
  - ii) A summary of the risk level 3 and 4 highest priority recommendations made and agreed;
  - iii) Performance against the Internal Audit Work Programme 2014/15;
  - iv) Details of risk level 3 and 4 highest priority recommendations implemented since the last report to Members;
  - v) Details of any recommendations not implemented within the agreed timescale.

### **Work Undertaken by Internal Audit 12 July to 12 September 2014**

7. Since the last report to the Committee:
- i) Between 12 July to 12 September 2014, 1 audit from the 2014/15 Internal Audit Work Programme was completed and final report issued with a total of 5 recommendations made. All final audit reports have been copied to Performance & Audit Committee members and are available on the Council's Intranet. A summary of final reports issued is presented at Appendix A(i);
  - ii) Between 12 July to 12 September 2014 work has started on a further 4 audits from the 2014/15 Audit Programme; progress on the 2014/15 programme is presented at Appendix A(ii).

### **Audit Work Programme 2014/15**

8. As of 12 September 2014, work has been undertaken on 13 out of the 32 planned audits; of these:
- i) 6 audits have been completed and Final Reports Issued
  - ii) 7 audits are currently work in progress

### **Recommendations Implemented 12 July to 12 September 2014**

9. No risk level 3 and 4 recommendations have been implemented in this period.

**Recommendations Not Implemented by due date at 12 September 2014**

10. At 12 September 2014 there were no recommendations reported in Covalent as not being implemented in accordance with their agreed due dates.

**Risk Analysis**

11.

Risk	Likelihood	Impact	Mitigating actions
The issues highlighted in the internal audit reports are not acted upon	1 Action is already being taken towards the implementation of the recommendations contained in the reports.	2 There would be varying levels of impact from non-implementation of recommendations given the significance of the control risks identified.	Internal audit reports are followed up to ensure compliance.  There are escalation procedures in the event of non compliance

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.