

Date: **28 September 2017**

Title: **Internal Audit Progress Report,
15 July to 15 September 2017**

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

6

Item for decision:
no

Summary

1. To report to the Governance, Audit & Performance Committee details of work undertaken by Internal Audit since the last report to the Committee on 27 July 2017 and to provide an update on implemented and outstanding internal audit recommendations.

Recommendations

2. That the Internal Audit Progress Report (15 July to 15 September 2017) 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 Programmes 2016/17 and 2017/18 referred to in this report have been approved by the Corporate Management Team and endorsed by the Governance, Audit & Performance 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 Governance, Audit & Performance Committee at its meeting 27 July 2017;
 - ii) Performance against the Internal Audit Work Programme 2016/17;
 - iii) Performance against the Internal Audit Work Programme 2017/18;
 - 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 15 July to 15 September 2017

7. Since the last report to the Committee:
- i) There are currently 3 audits from the 2016/17 audit programme to be concluded. Management responses are currently awaited for 1 audit; the remaining 2 audits were assigned to the Internal Audit Manager who has had to delay audit work as other corporate work has taken priority.
 - ii) Between 15 July to 15 September 2017, 4 audits from the 2017/18 audit programme were completed and final reports issued with a total of 9 recommendations made. All final audit reports issued have been copied to Governance, Audit & Performance committee Members and are available on the Council's Intranet. A summary of final reports issued between 15 July to 15 September 2017 is presented at Appendix A (i).
 - iii) Between 15 July to 15 September 2017 work has started on 3 audits from the 2016/17 Audit Programme; progress on the 2016/17 programme is presented at Appendix A (ii).

Recommendations Implemented 15 July to 15 September 2017

8. There is 1 risk level 3 recommendation which has been implemented in this period; a summary is presented at Appendix A (iii).

Recommendations Not Implemented by due date at 15 September 2017

9. As of 15 September 2017, there are no recommendations reported in Covalent as not being implemented in accordance with their agreed due dates.

Risk Analysis

10.

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.