

## Internal Audit Progress Report

### REPORT TO AUDIT AND STANDARDS COMMITTEE



DATE	06/03/2019
PORTFOLIO	Resources and Performance Management
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#### PURPOSE

1. To inform members of the work undertaken by Internal Audit for the period 1st October to 31<sup>st</sup> December 2018.

#### RECOMMENDATION

2. The Committee considers the progress report and comments on its contents.

#### REASONS FOR RECOMMENDATION

3. Members can monitor the performance of the Internal Audit Section.

#### SUMMARY OF KEY POINTS

##### **Audit Reports**

4. From 1st October to 31<sup>st</sup> December 2018 there have been 3 audit reports produced. Details of Burnley Council audits are given in **Appendix 1**.

##### **Performance Statistics**

5. The comparison between actual and planned audits can be seen in **Appendix 2**. A number of audits have started, and to date have been completed but due to timing will form part of later quarter statistics to be reported.
6. Performance indicators for Internal Audit are reported in the Finance balanced scorecard. The service currently reports the number of audit reports produced – 10 against an annual target of 22 and the percentage of high-priority actions from audit action plans implemented which was 100% and has a target of 100%.

##### **Internal Audit Plan 2019/20**

7. Audit is required to have a risk-based audit plan for a period of no longer than one year. We have been consulting management to establish the auditable activities for 2019/20, and to assess the risk of these activities. We had hoped to have this prepared for this committee, but the process of preparing the plan is still continuing.

**Other Activity**

8. The National Fraud Initiative (NFI) has been progressed. In October we collected, verified and uploaded the required data sets from several different services – Finance, Benefits, Revenues, Legal and Democracy, Housing and Development Control, Licencing. At the beginning of February, we received the matches, and these are in the process of being checked by ourselves and other services.
  
9. In December the data from Elections and Revenues for the annual Single Person Discount exercise was verified and uploaded. These matches are provided immediately and are being worked on in Revenues.
  
10. The Annual Governance Statement process is underway and assurance is being gathered from various parts of the organisation and partners.

**FINANCIAL IMPLICATIONS AND BUDGET PROVISION**

11. None

**POLICY IMPLICATIONS**

12. None

**DETAILS OF CONSULTATION**

13. None

**BACKGROUND PAPERS**

14. None

<b>FURTHER INFORMATION</b>	
<b>PLEASE CONTACT:</b>	<b>Ian Evenett (Internal Audit Manager) Ext 7175</b>
<b>ALSO:</b>	