

## Appendix 2

Internal Audit Plan Progress Quarter 2 2023 24

| Audit                                    | Started | Report Issued | Audit Score |
|--|---------|---------------|-------------|
| <b>Corporate</b>                         |         |               |             |
| Annual Governance Statement              | Y       | Y             | N/A         |
| NFI                                      | Y       | Y             |             |
| Procurement                              | Y       |               |             |
| Fraud Risk Review                        | Y       | Y             |             |
| Strategic Partner Performance Indicators |         |               |             |
|  |         |               |             |
| <b>Finance &amp; Property</b>            |         |               |             |
| Payroll                                  |         |               |             |
| NDR                                      | Y       | Y             | 2           |
| Energy Rebates                           |         |               |             |
| Energy                                   |         |               |             |
| Bank Reconciliation                      |         |               |             |
| Fees and Charges                         | Y       | Y             |             |
| Medium Term Financial Strategy           |         |               |             |
| General Ledger                           | Y       | Y             |             |
| Benefits                                 | Y       |               |             |
| Related Party Interests                  | Y       | Y             | N/A         |
|  |         |               |             |
| <b>People and Development</b>            |         |               |             |
| Health and Safety                        | Y       |               |             |
| Attendance                               |         |               |             |
|  |         |               |             |
| <b>Information Governance</b>            |         |               |             |
| Website and Digital Services             | Y       | Y             | 2           |
| Desktop Software                         |         |               |             |
| Security Policies                        |         |               |             |
|  |         |               |             |
| <b>Housing &amp; Development Control</b> |         |               |             |
| Empty Homes Initiatives                  | Y       | Y             | 1           |
| Landlord Selective Licencing             |         |               |             |
|  |         |               |             |

## Appendix 2

### Internal Audit Plan Progress Quarter 2 2023 24

| Audit                                     | Started | Report Issued | Audit Score |
|---|---------|---------------|-------------|
| <b>Legal &amp; Democratic Services</b>    |         |               |             |
| Elections                                 | Y       | Y             | 1           |
| <b>Street Scene</b>                       |         |               |             |
| Trade Waste                               | Y       | Y             |             |
| Taxi Licensing                            |         |               |             |
| Out of Hours Response                     | Y       |               |             |
| <b>Economy &amp; Growth</b>               |         |               |             |
| Charter Walk Procurement                  | Y       |               |             |
| Markets                                   |         |               |             |
| <b>External Clients</b>                   |         |               |             |
| Burnley Leisure – Service Level Agreement | Y       | Y             | N/A         |
| <b>Irregularity Report</b>                |         |               |             |
| IR01 Duplicate Payment                    | Y       | Y             | N/A         |
|   |         |               |             |