

**Report to Audit Committee**



DATE	25 <sup>th</sup> September 2013
PORTFOLIO	Resources and Performance Management
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**Internal Audit Progress Report**

**PURPOSE**

1. To inform members of the work undertaken by the Internal Audit Section for the period 1st April 2013 to 30th June 2013.

**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**

4. **Audit Reports**  
From the 1st April to 30th June 2013 there have been 4 audit reports produced. Details of these are given in **Appendix A**.
5. **Performance Statistics**  
The comparison between actual and planned audits can be seen in **Appendix B**. 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 on the Finance and Property Management balance scorecard. The service currently reports the Number of audit reports produced – 4 against an annual target of 24 and the percentage of high-priority actions from audit action plans implemented which was 100% and has a target of 100%.
7. **Other Activity**  
A member of the Internal Audit team is part of the project board responsible for tendering for the new waste contract. Advice has been given on the financial controls consideration for the Leisure Trust.
8. One member of the Internal Audit team has been seconded to the Accountancy section

for the first 4 months of 2013-14 to assist in the Final Accounts process. Internal Audit has provided assistance in developing and delivering the Audit Committee Statement of Accounts training event.

9. The process for producing the Annual Governance Statement was completed in Q1 with the signed copy of the statement being reported to the Audit Committee in June.
10. Internal Audit continues to participate in the Council's I.T. and Information Governance Group and Risk Management Group. The Information Governance Group is currently undertaking a poster campaign to draw attention to information security and the Council's information security policies. The Risk Management Group and senior management is reviewing the Strategic Risk Register of the Council.

#### **FINANCIAL IMPLICATIONS AND BUDGET PROVISION**

11. None

#### **POLICY IMPLICATIONS**

12. None

#### **DETAILS OF CONSULTATION**

13. Executive Member for Resources and Performance Management  
Chair of Audit Committee  
Director of Resources  
Head of Finance and Property Management  
Head of People, Law and Regulation

#### **BACKGROUND PAPERS**

14. None

#### **FURTHER INFORMATION**

**PLEASE CONTACT:**

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**ALSO:**

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