

Report to Audit Committee



DATE	13 th March 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 October 2012 to 31st December 2012.

RECOMMENDATION

2. The Committee considers the progress report and comments on its contents.
3. The Committee notes the process for the development of the Annual Governance Statement for 2012-13.
4. The Committee notes the work being done to develop the 2013/14 Internal Audit Plan.

REASONS FOR RECOMMENDATION

5. Members can monitor the performance of the Internal Audit Section.
6. Members can monitor the production of the Annual Governance Statement.
7. Members can monitor the production of the Internal Audit Plan.

SUMMARY OF KEY POINTS

- Audit Reports**
8. From the 1st October to 31st December 2012 there have been 9 audit reports produced. Details of these are given in **Appendix A**.

- Performance Statistics**
9. 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.

10. 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 – 18 against an annual target of 25 and the percentage of high-priority actions from audit action plans implemented which was 100% and has a target of 100%.

Other Activity

11. Internal Audit has given advice on key corporate and service level activities such as Regional Growth Fund, procurement (e.g. waste contract), changes to financial systems and information and communication security.
12. Members were presented with Annual Governance Statement reports in the June and September Audit Committees. Planning for the production of the Annual Governance Statement 2012/13 (AGS) has now commenced. This will be in line with CIPFA (Chartered Institute for Public Finance and Accountancy) and SOLACE (Society of Local Authority Chief Executives) guidelines and take the same format as for 2011/12 AGS. Heads of Service and specific Members of the Council will be asked to complete a governance questionnaire which will be passed onto Directors. The Chief Executive and Leader will consider Director and Member statements before producing an Annual Governance Statement for the authority.
13. An Internal Audit Plan for 2013/14 is currently being developed. This will be based upon the updated risk registers, and the recently approved strategic plan and budget for 2013/14.
14. Internal Audit has attended governance group meetings including the Risk Management Group, Data Protection and Information Governance.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

15. None

POLICY IMPLICATIONS

16. None

DETAILS OF CONSULTATION

17. 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
Chair of Resources

BACKGROUND PAPERS

18. None

FURTHER INFORMATION

PLEASE CONTACT:

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