

AUDIT COMMITTEE

DATE OF MEETING: 26 MARCH 2019

TITLE OF REPORT: INTERNAL AUDIT PROGRESS REPORT 2018/19 Q4

Report of: Internal Audit Manager

Cabinet Member: Councillor David Neighbour, Leader, Finance and Corporate Services

I PURPOSE OF REPORT

1.1 To update the Committee on Internal Audit work completed between October 2018 and March 2019.

2 OFFICER RECOMMENDATION

2.1 That the Internal Audit work completed between October 2018 and March 2019 be noted.

3 BACKGROUND

3.1 Internal Audit prepares a risk based plan which identifies the work that is to be carried out during the year. The plan for 2018/19 was approved by the Committee in March 2018.

4 CONSIDERATIONS

Planned Work

4.1 During the period between October 2018 and March 2019 reports were issued for:

Payroll	IT Controls
Housing Benefits	Parking Income
Accounts Receivable	Income Management
Main Accounting	

5 Councils

4.2 Internal Audit continues to provide a resource to support work associated with the 5 Councils' Contract. In particular the Finance work stream. During recent months, Internal Audit have been part of the project team working on the implementation of two finance systems, these being Pay360 and Integra. Work on pay360 is now complete Integra is still on-going.

Fraud

- 4.3 No fraud cases have been investigated during this period, although on-going work is being carried out to review National Fraud Initiative matches. We have also followed up details of a number of attempted frauds.

5 FINANCIAL AND RESOURCE IMPLICATIONS

- 5.1 A robust Internal Audit service is an essential element of the Council's systems of internal control.

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APPENDICES

Appendix 1 - Summary of Internal Audit Work 2018/19

Appendix 2 - Payroll

Appendix 3 - IT Controls

Appendix 4 - Housing Benefits

Appendix 5 - Parking Income

Appendix 6 - Accounts Receivable

Appendix 7 - Income Management

Appendix 8 - Main Accounting

SUMMARY OF INTERNAL AUDIT WORK 2018/19

Review Area	Status	Level of Assurance	Recommendations		
			High	Medium	Low
Main Accounting 17/18	Complete	Substantial	0	3	1
Accounts Payable 17/18	Complete	Substantial	0	3	1
Housing Benefit 17/18	Complete	Limited	1	9	0
Waste Procurement	Complete	Substantial	0	1	0
Procurement	Complete	Satisfactory	0	6	2
Fraud Risk Assessment	Complete	Satisfactory	No formal recommendations were made but Action Points to improve controls framework are being monitored.		
IT Controls	Complete	Limited	6	7	1
Food Hygiene Inspections	Complete	Limited	1	4	5
Receipt of Planning Applications	Q4	To be carried forward to 2019/20 Plan			
Parking Enforcement	Complete	Satisfactory	0	0	0
Treasury Management	In progress				
Payroll	Complete	Limited	4	14	3
Local Taxation	In progress				
Accounts Payable	In progress				
Accounts Receivable	Complete	Satisfactory	0	4	0
Housing Benefits	Complete	Limited	3	3	1
Main Accounting	Complete	Satisfactory	0	0	0
Income Management	Complete	Satisfactory	0	2	0