

Report of	Meeting	Date
Director of Governance	Governance Committee	25 November 2020

INTERNAL AUDIT UPDATE

PURPOSE OF REPORT

- To inform members of reprioritisation of work undertaken by Internal Audit.

RECOMMENDATION(S)

- That the report be noted.

EXECUTIVE SUMMARY OF REPORT

- Members were advised at the September meeting of capacity issues in the Internal Audit team and the steps taken to resolve these issues.
- This report will update members on the reprioritisation of work that has been undertaken and progress against this work.

Confidential report Please bold as appropriate	Yes	No
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CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy homes and communities		An ambitious council that does more to meet the needs of residents and the local area	X

BACKGROUND

- Appended to this report is an improved presentation of the internal audit work plan for this year which includes progress against audit work undertaken.
- Members will note however there remains limited allocated time to the plan. This report will explain the reasons for this.

IMPACT OF COVID

- As outlined at the last meeting, Covid had a significant impact on the staffing of internal audit as they were seconded to support the community hub in South Ribble BC until the end of August. As a result no time was allocated to delivery of the internal audit plan in that period.

9. Since the ending of the last lockdown period, internal audit have spent a significant amount of time supporting teams delivering financial grant support to residents. Internal audit worked with teams on the processes to be used in processing grant applications, and then subsequently undertook reviews of those processes to certify that they were compliant with government guidance that was issued after the processes were established.
10. It is not only the capacity of internal audit that has effected the delivery of the planned work. Teams due to be audited have also been directed onto covid support works or are working from home. In both situations this limits the ability of internal audit to undertake the audit work effectively or at all.

INTERNAL AUDIT PLAN

11. An updated version of the internal audit plan is appended to this report (appendix A). This does show progress against the outstanding actions. For most areas it is hoped to deliver Chorley actions this year. The document progress is updated in the text below.

Shared services

- Small Business Grants – LR to co-ordinate and agree with Chris M the process
- Creditors – both Councils – following analysis of data (PO and invoices paid) queries to be issued, following receipt of responses the report findings can then be agreed
- Budget monitoring – work is ongoing
- CT : NNDR : Housing Benefit – Completed
- NFI - Main CBC all data uploaded, awaiting any queries from Cabinet office and then results due end of Jan 21
- SPD – estimated data upload December
- COVID-19 grants – specifications issued to data holders, working with them to ensure data can be provided in December
- Optional data – specifications issued, waiting to hear from Cabinet Office when we can upload the data
- CBC - Anti Money Laundering - Audit engagement plan to be issued
- CBC & SRBC – ICT Review – Teams meeting 12.11.20 with Paula Fagan – MIAA : LR & SF – background required as prior Interim Head Of Audit & Assurance who dealt with MIAA had left the Council. Getting information from MIAA for correlation, before Audit by MIAA can begin, once agreed with Service Manages / Directors

Chorley BC

- NFI Data Matching Review of Financial Matches - responsibility for investigating specific reports will be allocated upon receipt of matches (end of Jan 21). Work will commence following receipt of matches from Cabinet Office February 2021
 - Events - Final to be issued
 - Waste & Recycling Contract - Complete- Final issued
 - Bereavements Services - Final to be issued
 - Syrian Resettlement Programme – Final to be issued
 - Sundry Debtors - Final to be issued
 - Outdoor Leisure Contract – Draft AEP to be reviewed before issue to Service Managers
 - Whistle Blowing Policy – Draft AEP to be reviewed before issue to Service Managers
 - Housing Standards - enforcement & immigration inspections - Draft AEP to be reviewed before issue to Service Managers
12. This has been a challenging year. The priority has been placed on the delivery of the audit plan and additional work, rather than reporting on progress.

IMPLICATIONS OF REPORT

13. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal	X	Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

14. Risk has been reviewed throughout the decision making in relation to the progress of the internal audit plan. It is recognised that Chorley has a strong governance framework and it is noted that the audit work will largely be completed in the municipal year albeit delayed in year.

COMMENTS OF THE STATUTORY FINANCE OFFICER

15. No comments

COMMENTS OF THE MONITORING OFFICER

16. No comments

Chris Moister
DIRECTOR OF GOVERNANCE

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