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**REPORT TO THE GOVERNANCE & AUDIT COMMITTEE**  
**MEETING ON: 20<sup>th</sup> September 2017**

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**Status:** For information  
**Title:** Internal Audit – progress and performance update  
**Originator:** Trevor Croote – Audit Manager  
**Where from:** CMT / LGSS Internal Audit  
**Where to next:** N/A

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1 Outcome Sought from Committee

1.1 Members note the reported performance of internal audit, key findings of audits completed and status of outstanding recommendations.

2 Background

2.1 Internal audit assignments are completed in accordance with the annual internal audit plan agreed by this committee. This report summarises progress against the 2017/18 plan up to 30<sup>th</sup> August 2017, the latest practical date for reporting to the committee.

3 Progress against the agreed 2017/18 Audit Plan

3.1 **Appendix A** summarises progress against the plan together with the latest available performance information. At the time of writing, approximately 57% of the agreed plan is either complete or in progress.

3.2 Monitoring the implementation of audit recommendations and holding officers to account for any delays is an important function of this committee. There are currently 25 overdue recommendations, of which 21 (84%) are overdue by more than three months. Of these, 13 are classified as high or medium risk and further details are provided in **Appendix B**.

3.3 Two internal audit reports have been finalised since the last committee. Copies of the audit reports are provided at **Appendix C**.

Table 1. Audits finalised since the last meeting.		
Assignment	Audit assurance level	Appendix ref.
Data Quality	Environment: Good Compliance: Satisfactory Impact: Minor	C(i)
Housing Options & Homelessness	Environment: Good Compliance: Substantial Impact: Minor	C(ii)

3.4 The Committee's role includes approving any amendments to the Internal Audit Plan during the financial year. No amendments to the 2017/18 Audit Plan are recommended at this time.

#### 4 Equality Impact Assessment

4.1 Not applicable in this context.

#### 5 Conclusions

5.1 This report provides an update on the progress and outcomes of work undertaken as part of the 2017/18 audit plan and all reports finalised since the last Committee meeting.

**Previous report(s): Internal Audit Plan 2017/18 (08/03/2017)  
Internal Audit Charter (26/07/2017)  
Progress & Performance Update (26/07/2017)**

**Information Issued Under Sensitive Issue Procedure: N**

**Ward Members Notified: N**

#### **Appendices:**

- A Internal Audit Update – September 2017**
- B. Outstanding Audit Recommendations**
- C(i) Internal Audit Report – Data Quality**
- C(ii) Internal Audit Report – Housing Options & Homelessness**