

cw audit
internal audit services

South Northamptonshire Council

Internal Audit
Progress Report 2019/20

August 2019



1. Introduction

The purpose of this report is to update the Audit Committee on progress made in delivering the 2019/20 audit plan to the end of August 2019. As previously reported, the 2019/20 plan of 163 days relates solely to South Northamptonshire Council, having previously been a joint plan with Cherwell District Council. Appendix A provides details of the audit assignments included in the plan and an update on progress where assignments have commenced.

One 2019/20 audit has thus far been fully delivered (details below) and a number of others are either in progress or have had scopes of work agreed. Progress made in delivering the 2019/20 plan is as expected at this point in the year given that financial, income and expenditure reviews cannot be completed until quarters three or four. In addition, we have refrained from booking too many audits in the early part of the year in order to allow changes brought about by the requirement to move away from the joint management structure previously shared with Cherwell District Council an opportunity to bed down.

2. Summary of reviews completed

| Review | Key issues arising from audit | Assurance level |
|---------------------------|--|-----------------|
| Disabled Facilities Grant | Testing completed to confirm that the conditions set by NCC for the 18/19 Disabled Facilities Grant have been met. | N/A |

3. Recommendation tracking

For the 2018/19 year, we provided a joint on-line recommendation tracking system for South Northamptonshire Council and Cherwell District Council. We have recently undertaken an exercise to split the recommendation tracker in order to create separate trackers for each Council. Actions that have already been self-assessed as implemented have been retained in the previous tracker, with only those recommendations that remain pending, or for which action has been started but not yet complete, now included on the new SNC recommendation tracker. The structural changes that the Council has recently gone through, as well as new staff appointments made, has required us to amend the details of a number of the officers responsible for taking action to implement recommendations. Access to provide on-line updates to specific recommendations has now been granted to all relevant officers. There are currently a total of 66 recommendations showing as requiring implementation and officers have therefore been requested to access and update the new recommendation tracking system by the end of September 2019. An update on progress made in implementing these recommendations will be provided to the next meeting of the Audit Committee.

Appendix A - 2019/20 Internal audit plan

| Area | Audit Assignment | Qtr 1 | Qtr 2 | Qtr 3 | Qtr 4 | Current Status | Assurance Level |
|--------------------------|---|-------|-------|-------|-------|--|-----------------|
| Governance & Risk | Risk Management | | | ✓ | | | |
| | Homelessness | | | ✓ | | Scope agreed and audit booked | |
| | Local Govt Re-organisation - Advice | ✓ | ✓ | ✓ | ✓ | Throughout the year, as and when requested | |
| Financial Assurance | Budget Management and Reporting | | | | ✓ | | |
| | Payroll | | | ✓ | ✓ | | |
| | Finance Systems | | | ✓ | ✓ | Scope to be agreed – Sept 2019 | |
| | Revenues & Benefits | | | ✓ | ✓ | | |
| | Anti-Fraud & Corruption | | | ✓ | | Fieldwork ongoing | |
| | Disabled Facilities Grant Certification | | ✓ | | | Certification provided. | N/A |
| Follow Up & Rec Tracking | | ✓ | ✓ | ✓ | ✓ | New recommendation tracking system set up | |
| Management & Advice | | ✓ | ✓ | ✓ | ✓ | Ongoing throughout the year. | |