

AUDIT COMMITTEE

11th December 2015

REPORT OF THE HEAD OF FINANCIAL SERVICES – DAVID REES

SECTION B – MATTERS FOR INFORMATION

WARDS AFFECTED - ALL

Internal Audit Service – Progress Report to Mid-November 2015

1. Purpose of the report

To provide details of the work undertaken for the period from the 1st September 2015 to mid-November 2015 and an update on progress against the 2015/16 Internal Audit Plan.

2. Background

- 2.1. One of the terms of reference of this Committee is to ‘monitor internal (and external) audit performance’. In order to comply with this requirement to monitor the in-house service, a progress report is given below outlining internal audit work undertaken in the last quarter. This work is then set against the original Internal Audit Plan to show what progress has been achieved against that plan.
- 2.2. In addition, information is provided for members on the current position regarding staff vacancies and other staffing issues within the section.

3. Audit Assignments Completed

- 3.1. A total of 20 formal audit reports have been issued since the 1st September in line with normal distribution guidelines.
- 3.2. The following is a summary list of the reports that have been issued:
 - 4 Special Investigations
 - 5 Primary School
 - Travel and Subsistence

- Trem Y Mor Respite & Intermediate Care Service
- Trem Y Mor Day Service
- Community Meals
- Sundry Debtors
- Vision Impaired West Glamorgan
- Settlement Agreements 14/15
- School budgets/ledger issues
- Disabled Facilities Grants
- Margam Crematorium
- Petty Cash

3.3. Attached as Appendix 1 to this report is a full list of the reports along with a brief summary of their findings.

3.4. In addition to the above, Internal Audit continues to carry out post audit reviews (follow ups) on all the planned audits carried out.

3.5. There are no issues in terms of the post audit reviews that need to be brought to Members' attention.

4. Progress against the Audit Plan

4.1. Appendix 2 gives details of the work carried out to date against the 2015/16 audit plan.

4.2. There are currently no special investigations in progress.

5. Staffing

5.1 There are currently no staffing issues.

Appendices

Appendix 1 – Published Reports

Appendix 2 – Audit Plan Monitoring 2015/16

List of Background Papers

Audit Files

Wards Affected

Not Applicable

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