

AUDIT COMMITTEE

5th December 2018

REPORT OF THE HEAD OF FINANCE – HUW JONES

Matter for information

Wards affected: All wards

Progress Report to 15th November 2018

1. Purpose of the Report

The purpose of this report is to:

- Provide details of the work undertaken in the last quarter
- Provide details of Post Audit Reviews undertaken in the last quarter
- Provide an update on progress against the plan
- Advise members of any staffing issues within the team

2. Background

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.

In addition, information is provided for members on the current position regarding staff vacancies and other staffing issues within the team.

3. Audit Assignments Completed

A total of 14 formal audit reports have been issued since 1st September 2018 in line with normal distribution guidelines. Attached as appendix 1 is a schedule of the reports along with a brief summary of the findings and the risk rating applied following the audit.

The following is a list of those reports issued:

- 2 Private Items
- 1 primary schools
- 1 Comprehensive School

- Petty Cash – Children & Young People Services
- School Clothing Grant
- Members' Declarations of Interest
- General Primary School Report
- Gypsy & Traveller Service
- Travel & Subsistence 18/19 (Education, Leisure & Lifelong Learning)
- Education Improvement Grant
- Pupil Development Grant
- Parent Pay – Primary Schools
- Assistive Technology

4. Post Audit Reviews Undertaken

The following Post Audit Reviews (PARs) have been undertaken.

Audit	Date of PAR	Issues arising
Cymmer Afan Primary	26.09.2018	None
Alderman Davies Church in Wales Primary	02.10.2018	None
Awel Y Mor Primary	04.10.2018	One recommendation is outstanding with regards to the Unofficial Fund Terms of Reference. These are due to be taken to the Governing Body meeting scheduled for 12.12.2018 for approval.
Tonnau Primary School	23.10.2018	None
Blaendulais Primary School	24.10.2018	None
Catwg Primary School	06.11.2018	None

5. Progress against Plan

Appendix 2 gives details of the work carried out to date against the 2018/19 plan.

There are currently 7 special investigations in progress.

6. Staffing

The 2 Assistant Auditor vacancies have been filled and both of the successful candidates are in post. The Fraud Auditor vacancy has been filled and the successful applicant will commence in January 2019. Finally, there is currently 1 Auditor post vacant and the recruitment process will commence shortly.

7. Financial Impact

There is no financial impact associated with this report.

8. Equality Impact Assessment

There are no equality impacts associated with this report.

9. Workforce Impacts

There are no workforce impacts associated with this report.

10. Legal Impacts

There are no legal impacts associated with this report.

11. Risk Management

There are no risk management impacts associated with this report

12. Consultation

There is no requirement under the Constitution for external consultation on this item.

14. Appendices

Appendix 1 – Published Reports

Appendix 2 – Audit Plan Monitoring 2018/19

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