

Internal Audit Follow Up Report

Summary

This report sets out the progress made by the Council to implement actions agreed as part of internal audit work.

Background

Where weaknesses in systems are found by internal audit, the auditors discuss and agree a set of actions to address the problem with the responsible manager. The agreed actions include target dates for the issues to be dealt with. The auditors carry out follow up work to check that the issue has been resolved once these target dates are reached. The follow up work is carried out through a combination of questionnaires completed by the relevant managers, risk assessment, and by further detailed review by the auditors where necessary. Where managers have not taken the action they agreed to, issues are escalated to more senior managers, and ultimately may be referred to Overview and Scrutiny Committee.

A summary of the findings from follow up work will be presented to this Committee twice a year. The current report covers agreed actions with target dates up to 30 September 2013.

Follow up of internal audit agreed actions

A total of 33 actions have been followed up since the start of the follow up process. A summary of the priority of these actions is included in figure 1, below.

Priority of actions*	Number of actions followed up
1	0
2	20
3	13
Total	33

* The priorities run from 1 (high risk issue) to 3 (lower risk)

Of the 33 agreed actions, 20 (61%) had been satisfactorily implemented.

In a further 10 cases (30%) the action had not been implemented by the target date, but a revised date was agreed. This is done where the delay in addressing an issue will not lead to unacceptable exposure to risk and where, for example, the delays are unavoidable (eg due to unexpected difficulties or where actions are dependent on new systems being implemented). These actions will be followed up after the revised target date and if necessary they will be raised with senior managers in accordance with the escalation procedure. Figure 3 below shows the priority of these actions.

3 (9%) of the actions had not been implemented at the time of the follow up work. Discussions are currently ongoing with the relevant service manager regarding the likely timescales for implementation. If agreement cannot be reached then the matter will be escalated.

Priority of actions	Number of actions with a revised implementation date
1	0
2	7
3	3
Total	10

Conclusions

The follow up testing undertaken confirms that overall good progress has been made by the Council to rectify weaknesses in control identified through internal audit work. This is an ongoing process and progress in implementing agreed actions will continue to be monitored and reported as required through the escalation procedure. There are no specific issues that need to be brought to the attention of Overview and Scrutiny Committee at this time.