

PROGRESS REPORT ON INTERNAL AUDIT PLAN 2013 - 2014

1. SUMMARY

A progress report has been prepared covering the audit work performed by Internal Audit as at 21 February 2014. The objective of the report is to advise members of the progress of the Annual Audit Plan. (See Appendix 1).

2. RECOMMENDATION

2.1 The Audit Committee is asked to approve the progress made with the Annual Audit Plan for 2013 - 2014.

3. BACKGROUND

3.1 The progress report contained in Appendix 1 lists the audits scheduled for the financial year 2013 –2014, and are ordered by section and level of completion.

3.2 For the purpose of the progress report, audits are deemed to be complete following fieldwork and issue of a Draft Report.

3.3 The Annual Plan was approved by the Audit Committee in February 2013 and included 38 audits. As we reported in December 2013, a number of changes were made to the plan following a reduction in audit resource, and the time spent by the team in developing and implementing an improvement plan. The amended plan amalgamated some audits and allowed for 36 audits within 2013-14, including an additional audit of risk management arrangements.

3.4 As at 21 February we have completed 16 of the audits, and 11 are underway, with a further 3 planned to be completed in the remainder of the audit year. 6 of the audits have been carried forward to the 2014-15 audit plan.

3.5 Appendix 1, shows that a total of 434 direct audit days have been expended as at 14 February 2014. A further 141 days will be used to complete the planned audits for this financial year. The total days of audit input for the year are estimated to be 575 days compared to 725 days agreed in December as part of the revised audit plan. The audits being carried forward to 2014-15 total 102 days. The reduction in audit days reflects the investment in time in achieving compliance with PSIAS and the staff resources available throughout the year.

4. CONCLUSION

- 4.1 Progress has been made with the audit plan for 2013 – 2014. Although days are down on original and revised plan this reflects the staff resources available and the time required to establish PSIAS compliance.

5. IMPLICATIONS

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| 5.1 | Policy: | Update on audit plan for 2013 – 2014. |
| 5.2 | Financial: | The audit plan is based on budgeted provision. |
| 5.3 | Personnel: | None |
| 5.4 | Legal: | None |
| 5.5 | Equal Opportunities: | None |
| 5.6 | Risk | None |
| 5.7 | Customer Services | None |

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